MilitaryInstallations Booklet for NAS Sigonella

Fast Facts

**Location:** U.S. Naval Air Station Sigonella is located in eastern Sicily, south of Mt. Etna and a few miles inland from the eastern coast of the island. It is the largest island in the Mediterranean and covers 10,000 square miles. The primary mission of NAS Sigonella is to provide consolidated operational, command and control, administrative, and advanced logistical support to U.S. and other NATO forces. Installation [website](#).

**Cost of Living:** The cost of living is above the national average for CONUS locations. The nearest city is Catania.

**Base Operator:** 011-39-095-1110, or DSN 314-624-1110

**Population:**

- 1,750 Active Duty
- 1,650 Family Members
- 230 CONUS Hires
- 280 CONUS Hire Dependents

**Area Population:** 1,097,931 in Catania

**Child Care:** Child and Youth Programs provide Child Development and recreational services for children 6 weeks to 12 years of age. The Child Development Center provides full and part time day care for children 6 weeks to 6 years of age. The School Age Center provides before and after school care and Day Camp experiences for children 6 - 12 years of age. Call Child & Youth Registration - Resource and Referral at 011-39-095-56-3736.

**Schools:** Sigonella offers a Department of Defense Dependent School (DoDDs) which serves children pre-kindergarten through 12th grade. Visit the elementary [website](#) for the latest school information and the [middle/high school website](#) for middle and high school information. You may also down load registration forms from the websites.

**Youth Services:** The Morale, Welfare and Recreation (MWR) Department at Sigonella is an active, on going program that keeps the military children busy and involved. For information on programs and activities call, 011-39-095-56-3736, DSN 314-624-3736.

**Fleet and Family Support Center:** FFSC 011-39-095-56-4291, DSN 314-624-4291

**Housing:** Members arriving in Sigonella are required to visit the Housing Office, no later than 48 hours after their arrival, to complete a housing application and be briefed on their housing entitlements and the availability of quarters. A copy of the member's orders and Page 2 updated by the local PSD are required. Government housing consists of townhouse type quarters with small fenced rear yards. Storage is limited. Refrigerator, dishwasher, washer, and dryer are provided. Units have central heat and air condition, AFN cable, basic phone service, ADSL internet service, and 110/220 volts. Be advised that Italy's electricity runs on 50 Hz vice 60 Hz (US). Call the Navy Housing Office, at 011-39-095-56-4311 ext 105, DSN 314-624-4311 ext 105, for availability.

**Employment:** There are possibilities for employment in Sigonella. Unemployment Rate 6.8%. Median Household Income $20,800.

**Base Services:**

- MWR Facilities
- Commissary
• **Exchange**
• **Community Bank** and **Navy Federal Credit Union**

**Medical Services:** U.S. Naval Hospital Sigonella, 011-39-095-56-3842, DSN 314-624-4205. Dental Clinic 011-39-095-4205, DSN 314-624-4205. The U.S. Naval Hospital, Sigonella, is a three level, 98,000 square foot hospital. It is a major quality-of-life improvement for the community, providing readily available obstetrics/gynecology and orthopedic care.

**Special Messages from this Installation:**

*Foreign Currency*

The Euro may be purchased at the Community Bank on NAS 1 or 2. You may also purchase up to E2500 at the Navy Exchange. It is recommended that you bring some Euro with you.

*Visa Requirements*

According to Italian Immigration policy, family members of military and civilian personnel are required to obtain a VISA from the Italian Consulate/Embassy. For Family members there is a cost involved. Family members must have the "visto per motivi di famiglia" to be granted entry into Italy. Airline personnel will not permit family members to board the flights without a VISA stamped in the passport. Be sure to check with your local PSD and NLSO for more information.

The Status of Forces Agreement (SOFA) between Italy and United States requires all civilians who have reached their 14th birthday, and all minors (regardless of age) accompanying the U.S Armed Forces in Italy or employed by the U.S. Government to apply for a Sojourn Permit within eight days of their arrival. This will be taken care of during Indoctrination. All children, regardless of time in country must have applied for a Sojourn upon reaching their 14th birthday. Family members who are Italian citizens are exempt from these rules.

*DSN Dialing Instructions*

When dialing a DSN number from U.S. installation to U.S. installation, it is unnecessary to dial the 312 area code. If you dial a number with the 312 and it does not work, try it again without the area code. When dialing a DSN number to/from overseas locations, the DSN area code must be included.
Overview

Location

U.S. Naval Air Station Sigonella is located in eastern Sicily. Sicily is the largest island in the Mediterranean and covers 10,000 square miles. You can hike up to Mt. Etna's active crater in the summer and ski its snowy slopes in the winter. You can sunbathe on the island's beaches, or explore its beautiful underwater world by scuba diving. Plays and operas are often performed outdoors during the summer in the ruins of many of the island's magnificent, ancient Greek theaters. Whatever your interests, this is a great place. The base operator's phone number is 011-39-095-1110 or DSN 314-624-1110.

History

NAS Sigonella is divided into two bases, NAS I and NAS II. Most operational work is performed at NAS II. Once a scarcely populated area, a construction boom made NAS II the center of base operations by the late 1970's. Approximately 20 minutes apart, NAS I was the site of the original U.S. Naval Base, but as more functions migrated to NAS II, NAS I became known as one of the best personnel support facilities in the Mediterranean. For more information, go to the Sigonella Website.

Mission

The primary mission of NAS Sigonella is to provide consolidated operational, command and control, administrative, logistical and advanced logistical support to U.S. and other NATO forces. NAS Sigonella supports a rotation of various squadrons and multi-service, multi-national transient aircraft. The Augusta Bay Port Facility provides fuel, and supplies to SIXTH Fleet combat and logistics support ships. The Telecommunications Facility and Pachino Target Range also provide support to the fleet. Additionally, this station is the routing point for transiting military personnel and cargo movements throughout Europe, Africa and Southwest Asia.

Population Served

While Sigonella is a Navy base, active duty as well as reserve personnel from all services are represented here including Marines, Army, and Air Force, with their families. In addition to hospital and school personnel, there is the added population of DOD civilians, non appropriated fund employees and contractors, both American as well as Italian.

Base Transportation

There is limited free bus service between NAS I and NAS II. In addition, there are some buses available to government family housing units outside the base. Shuttle Bus schedules are available at the Facilities Support Center, or call 314-624-5488. Taxis are available at the front gate of each base, but tend to be expensive.

It is a good idea to ship your POV far enough out or pick up a small vehicle when you arrive. Gas coupons are based on the size of the engine. Be aware that American cars have become stuck in the smaller streets of some towns. Be aware that driving is hard on cars, as most of the towns are on top of very steep mountains. If your car is new, talk with your sponsor about driving in Sicily.

Sponsorship

Incoming personnel are encouraged to visit the Official Sigonella Web site for access to the most current guidelines for sponsorship concerns. As with any overseas assignment, sponsorship is essential. Once you receive hard copy of your orders you may request assistance through our website. A sponsor will be assigned to provide assistance during your transfer process and arrival period. Sponsors are carefully assigned to make your transition as easy, painless and pleasant as possible.

If you arrive at Catania's Fontanarossa Airport via commercial airline be sure that your sponsor knows the time and place of your arrival. Your command may send transportation for you but unplanned arrivals may require taxi fare or an extended wait at Fontanarossa. Communication with your sponsor is important. Your sponsor will provide you with information about living in Sicily such as climate, culture, language, driving. The more you know about your new duty station and host country, the better prepared you will be. If you need any further assistance, please contact us.

Arrival and Check-In Requirements
If you arrive at Catania’s Fontanarossa Airport via commercial airline be sure that your sponsor knows the time and place of your arrival. Your command may send transportation for you but unplanned arrivals may require taxi fare or an extended wait at Fontanarossa.

Should you need to take a taxi to Sigonella, here is what we say use for local address --- when asking a cab driver to drive us to "Sigonella", he will always ask NAS I or NAS II. The cost one way for one person is usually $30-$45 euro. More persons and baggage, pets, etc, may cost you more. Please make sure you try to contact your sponsor or command before taking a Taxi.

Most incoming personnel will arrive at NAS II via military contract flights and may be met by their sponsor. PSD will also be there to collect your records and 4 copies of your orders. Base INDOC begins at 12:30 p.m. every other Friday at Building 319, NAS I, housed in the Fleet and Family Support Center. The INDOC coordinator can be reached at DSN 314-624-4231.

For mail enroute, communicate with your sponsor for a good address. Those who do not have a sponsor may send mail to General Delivery. General Delivery mail will go to NAS I Post Office, open Tuesday thru Saturday, 9 am to 4 pm. Address mail as follows:

(Name)
General Delivery
(Due to Arrive Date:)
PSC 824
FPO AE 09631-0129

Temporary Lodging

It is important to work with your sponsor in setting up temporary lodging for your arrival in Sigonella. All single and unaccompanied personnel are required to check with the barracks for availability prior to making arrangements at one of the approved Temporary Lodging Allowance (TLA) locations on the economy. The Central Billeting Office can be reached 24 Hours a day at DSN 314-624-2927/6832. For accompanied personnel there are several TLA options in the area and your sponsor will be able to assist you with making reservations prior to your arrival.

The Navy Lodge is located on NAS I and is within walking distance of the Navy Exchange/Commissary, DoDDS School, Base Indoctribution classroom, Housing Office, MWR Complex as well as many other facilities. The Navy Lodge currently has pet rooms available, but they must be reserved prior to your arrival. Pets must can weigh no more than 50 lbs. each, no more than two, must have own kennel(s) and have updated shots. Please make sure your sponsor is aware that you will need a pet room while staying at Navy Lodge. If there are no pet rooms available at the time of your arrival pets you will have to work with your sponsor to make reservations at one of the TLA.

Each command has a TLA coordinator that is required to ensure you receive the appropriate information about authorized TLA facilities, numbers of days authorized, and the processes for obtaining reimbursement. Do not make arrangements to move into a TLA until you have talked to your command representative. If you do not properly plan your TLA, you may end up paying out of pocket with out reimbursement. TLA is a reimbursable expense so plan ahead.

Relocation Assistance

Each new arrival will have to go through a mandatory newcomer workshop called Indoctrination/Intercultural Relations (INDOC/ICR) which spans two weeks. In INDOC/ICR, you will be introduced to essential commands, installation policy, community resources, and other opportunities. Following the INDOC portion, you are required to attend ICR which is an intercultural workshop for living in Italy.

Relocation operates the Loan Locker from which Hospitality Kits may be signed out. Hospitality Kits contain dinnerware, cookware, flatware, cooking utensils, coffee maker, toaster and other basic kitchen items. Irons and Ironing Boards are also available. We do not carry linens and bedding items. It is strongly encouraged that families send these items in their express shipment.

The Relocation Program is found in the FFSC offices located in the Hoffpauir Administrative Building, on NAS 1. Hours of operation are 7:30 a.m.until 4:00 p.m., Monday through Friday. The phone number is 011-39-095-56-4291 or DSN 314 -624-4291.

Sponsors and service members or their spouses may sign out a hospitality kit on a first come first serve basis at the Fleet and Family Support Center.

Critical Installation Information
Foreign Currency

The Euro may be purchased at the Community Bank on NAS I or II. You may also purchase up to E2500 at the Navy Exchange. It is recommended in your Welcome Aboard Packet that you bring some Euro with you. Talk with your sponsor. The ratio of $ to E is about S10 for E7.

Visa Requirements

According to Italian Immigration policy, family members of military and civilian personnel are required to obtain a VISA from the Italian Consulate/Embassy. For Family members there is a cost involved. Family members must have the "visto per motivi di famiglia" to be granted entry into Italy. Airline personnel will not permit family members to board the flights without a VISA stamped in the passport. Be sure to check with your local PSD and NLSO for more information.

Italian Consulate/Embassy addresses in the United States are:

<table>
<thead>
<tr>
<th>Italian Consulate</th>
<th>Italian Consulate</th>
<th>Italian Embassy</th>
</tr>
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<tbody>
<tr>
<td>690 Park Avenue</td>
<td>2590 Webster Street</td>
<td>1601 Fuller Street</td>
</tr>
<tr>
<td>New York, NY 10020</td>
<td>San Francisco, CA 94115</td>
<td>Washington, DC 20009</td>
</tr>
<tr>
<td>212-737-9100</td>
<td>415-931-4924</td>
<td>202-328-5500</td>
</tr>
</tbody>
</table>

The Status of Forces Agreement (SOFA) between Italy and United States requires all civilians who have reached their 14th birthday, and all minors (regardless of age) accompanying the U.S. Armed Forces in Italy or employed by the U.S. Government to apply for a Sojourn Permit within eight days of their arrival. All children, regardless of time in country must have applied for a Sojourn upon reaching their 14 birthday. Family members who are Italian citizens are exempt from these rules.

The following documents are needed to apply for a Sojourn Permit:

**Military Family Members**

- Military personnel need to obtain prior to leaving for Sicily four (4) Sojourn Permit (passport size) photographs for each family member required to have a Sojourn Permit. NAS Sigonella no longer has a photo lab. Photos can also be purchased at the NEX for $8 per set.
- U.S. "No-Fee"/Official Passport or foreign passport (issued by a nation other than the United States) (with Italian Visa, if applicable)
- Copy of sponsor's PCS orders
- Command sponsorship letter (if applicable)
- Copy of sponsor's "Page 2" from service record
- Copy of DoD Identification Card

Service members who marry after they have received PCS orders must apply for command sponsorship for their family member(s). Family member(s) must apply for a "No-Fee"/official passport (U.S. citizens), and contact the nearest Italian Consulate of that city, state, to obtain an Italian Visa prior to arrival in Italy. Non U.S. citizens must apply for an Italian Visa with the nearest Italian Consulate in their area (if an Italian Consulate is not in your area, you must obtain one from the country closest to you that has an Italian Consulate).

**DoD Employees and Family Members**

- DOD Employees need to obtain prior to leaving for Sicily four (4) Sojourn Permit (passport size) photographs for each family member required to have a Sojourn Permit. NAS Sigonella no longer has a photo lab. Photos can also be purchased at the NEX for $8 per set.
- U.S. "No-Fee"/official passport or foreign passport (with Italian Visa, if Applicable). Contract Employees will use a U.S Tourist passport with a "SOFA" Stamp instead of an official passport.
- Copy of sponsor's travel orders for family members
- Copy of Return Transportation Agreement
- Copy of DoD Identification Card

Personnel expecting to travel in Europe are highly encouraged to obtain an International Driver's License. This must be obtained before leaving the United States, as it must come from the country that issued the state's driving license. One source is online at AAA.
Sponsorship

Settling into your new location and your new unit takes time. MilitaryINSTALLATIONS and Plan My Move are designed to assist you with information about your new location. Complimenting Plan My Move and MilitaryINSTALLATIONS each of the military Services has a Sponsorship Program which is very helpful in providing new unit information. If you want to learn how to be a sponsor, you can take a short training module found on MilitaryINSTALLATIONS, or if you are a Sponsor, you can use the eSponsorship Application & Training a secure website designed to manage the sponsorship process.

The purpose of the Sponsorship program is to:

- Provide a sense of belonging
- Ease the transition for inbound service members or civilians and their family members
- Increase productivity
- Reduce culture shock
- Help newcomers make informed decisions
- Cultivate new friendships
- Improve morale

A sponsor is someone from your new unit who is assigned to assist you settling into your new location. You must request a sponsor through your unit. You can learn more about the sponsorship program and how to apply through your Relocation Assistance Program or the Family Center at your new installation.

Your Service will appoint your sponsor in writing. He/she will be the same or close to your rank and the same marital status, if at all possible. This person will be knowledgeable about the local community and the installation; available to assist you and your family for at least two weeks post arrival, and be someone who is positive and outgoing.

A sponsor's duties include:

- Contacting you and your family by letter of introduction or e-mail upon learning of your assignment to the installation.
- Following up with a personal phone call after contact has been made.
- Sending information about the installation/area which you may require, or putting you in touch with the resources on the web and at the installation that provide current, complete and up-to-date information such as those provide by the Relocation Program.
- Answering any questions which you or your family may have, or, again, providing the proper resources to answer those questions.
- Confirm transportation and lodging arrangements.
- Assisting with obtaining a Post Office Box for your mail.
- Meeting you and your family upon arrival.
- Accompanying you to your check in point for the unit.
- Introducing you to the Family Center and lending closet
- Providing essential service locations such as commissary, exchange, gas station, and bank.
- Being available when you arrive at your installation to meet you, show you around, and help you through in-processing.

If you have not been assigned a sponsor, or have not been contacted as of yet, request one by contacting your gaining command or unit. If after contacting your new command you find difficulties in obtaining a sponsor, contact your Relocation Assistance Personnel for additional help with your move.

Service specific processes for requesting a Sponsor include:

- **Army and Defense Logistics Agency:** AR 600-8-8 outlines procedures for DA Form 5434, Sponsorship Program Counseling and Information Sheet. Sponsorship is mandatory for first term Soldiers. All Soldiers, private through colonel (excluding those completing advanced individual training (AIT) and those PCSing to long term schools) and civilian employees through grade 15 may participate in the advance arrival sponsorship program. Reactionary Sponsorship is available for individuals arriving at an installation without a sponsor. Contact the gaining unit to request a sponsor.
- **Air Force:** Gaining Unit Commander Support Staff/Military Personnel Element will assign a sponsor upon receipt of assignment notice. Assigned sponsor will then make contact with the inbound member.
**Navy:** OPNAV INSTRUCTION 1740.3C prescribes procedures regarding Command Sponsor and Indoctrination Programs. This Program is designed to facilitate the adaptation of Sailors and their families into new working and living environments, to minimize the anxiety associated with a Permanent Change of Station (PCS) move, and afford Sailors and their families the greatest opportunity for a successful and productive tour of duty.

Command sponsor and indoctrination responsibilities begin upon receipt of PCS orders and continue until the Sailor has become an integral part of the new command and is fully cognizant of all policies, programs, services, and responsibilities available through the command. Commanding Officers shall establish a Command Indoctrination Program to include the delivery of the Navy Pride and Professionalism training per this instruction. COs should ensure all incoming personnel receive command indoctrination training within 30 days of arrival or within 3 drill weekends.

Enclosures (1) and (2) of OPNAVINST 1740.3C outline responsibilities and provide guidance for these programs. Assistance to local commands regarding the Command Sponsor Program is through the Fleet and Family Support Center (FFSC) Relocation Assistance Program staff.

**Marine Corps:** Gaining Unit Commander will assign a sponsor on request. Overseas commands should assign a sponsor automatically, however if one is not assigned, send a request to the gaining command. A sample request form is available on our website that can be filled out and sent to the gaining command. See the following website.

Sponsors' responsibilities and abilities to be available will vary from installation to installation, depending upon the priority which the installation and unit commanders give to the program; however, the Services are making the Sponsorship program a priority as research has shown the many benefits of good sponsorship to service, family members and youth.

**Youth Sponsorship**

The Youth Sponsorship Program depends on the availability of youth who volunteer to become sponsors. The Youth Services topic should explain the Youth Sponsorship program at your new installation, but if it does not answer all of your questions, contact your Relocation Manager to inquire about the program and acquiring a youth sponsor.
Directions to Installation

Directions to NAS Sigonella

Airports

Your sponsor should pick you up from the airport or arrange for transportation.

Pets

Both the Air Terminal and Catania Airport (Fontanarossa) are very small. You should be able to find your pets when departing the terminal for baggage claim.

USO Facilities

There are no USO facilities at the Catania Airport.

Local Transportation

It is highly recommended that you have your sponsor arrange transportation or contact your command before using local transportation. Should you need a taxi, you or your command call 339-498-6032 or 333-146-7853 as they have set rates with the installation. If you take a taxi at the airport’s taxi stand, be sure to negotiate the fare before you enter the vehicle. The cost should be no more than €50. You will also want to tell the driver to take you to NAS 1 Sigonella or NAS 2 Sigonella.

Driving from Catania Airport in Sicily to NAS I and NAS II

These directions are intended to assist you in finding your way from the Catania Airport in Sicily to NAS 1 or NAS 2 in Sigonella should you need to do so.

After you have arrived at the Catania Airport in Sicily and have retrieved your luggage proceed to the exit. As you arrive outside you will see car rentals across from the airport if you are renting a vehicle. Currently as of this update there is a lot of construction taking place at the airport so you may have to look around past any parked busses.

After departing the car rental building proceed down the road until you reach a traffic circle. Continue straight through the traffic circle toward the highway (marked by blue signs). This road will turn into the highway. Continue on in the left lane toward the blue sign that reads Enna Ragusa.

While driving onto the highway (stay in the left lane) you will then veer off to the right. The sign reads Gela Enna.

Continue straight and you will come to a large odd shaped traffic circle and U-Turn around it going back in the same direction you came from. At the next intersection bear right and follow this road to the next traffic circle. (Big apartment buildings on your right). Drive 3/4 the way around the circle and head down the hill to the stop sign. Turn right on to SS 417.

Continue straight for several miles until you reach a blue sign that reads Enna (straight) and Gela (right). To go to NAS 2 take the Gela turn. To go to NAS 1 follow straight toward Enna.

To NAS I

To go to NAS I, stay on SS-192 (straight at the sign) and continue straight through for another 10-minutes. You will see a perimeter fence (on your left) and restaurants on your right. The base and the main gate will be on your left.

To NAS II
To go to NAS II, (right at the blue sign) go on the over pass, and continue for another 10-15 minutes on SS 417. During that time you will pass an AGIP Gas Station on your left. You will see the base on your left and the new Marani housing on your right. There will be an over pass that crosses over SS-417. You need to exit to the right before the overpass. The sign will read Sigonella. At the stop sign, turn left. Continue straight up over the bridge to the NAS 2 Main Gate. Once on the base, you will come to a stop sign. The Air Terminal is directly in front of you. Take a left and proceed down the street until you reach your first street on the left. Turn left and go down that street to the end. The billeting office will be directly on your right.

At the Gate

Have your sponsor or someone from your command meet you. Most taxis cannot access the base. Be sure to have your government-issued ID card with you.
Check-in Procedures

Inprocessing is handled by the Personnel Support Detachment which is located on NAS II. The telephone is DSN 314-624-5694/5370 and hours of operation are 9:00 a.m. to 3:30 p.m.

Be aware that due to weather sometimes flights are diverted and land elsewhere. The airlines may bus their passengers to Catania. You must have the number of your sponsor, understand your sponsor may have no idea where your flight is. Also keep the command letter, which should have an alternate number for you to contact someone. If your flight is diverted or delayed, and you should decide to take a taxi, make sure that the Taxi will give you a receipt, which you can turn in for claims of $75 or more.

If you arrive at Catania's Fontanarossa Airport via commercial airline, be sure that your sponsor knows the time and place of your arrival. The Fontanarossa Airport was very recently renovated. There is limited access to the baggage pick-up, therefore you will meet your sponsor after picking up your luggage and exiting the baggage claim area. The outside walls are glass, and your sponsor may have a card with his or her name on it. Be sure you know your sponsor's name. The card may have either your name or yours sponsor's name on it. If your sponsor is not there, please contact the Command Sponsor Coordinator at 314-624-6348/5587.

Reporting Procedures

PSD conducts mass check-in each Friday. The individual check-in appointment process consists of filling out various personnel forms and completing a DD Form 1351/2 (Travel Claim/Voucher). It is imperative that you are present at the appointed time for check in on the Friday after you arrive on the Island. You are not officially checked in until a travel claim has been completed. We are unable to create gain documents or start any overseas pay entitlements without a completed/signed travel claim. Members reporting onboard who do not promptly complete a travel claim will be overpaid or underpaid on their pay account once the gain documents have posted at DFAS Cleveland. Members and their sponsors are reminded they should not wait to check into PSD. Your leave status ends when your plane lands on the island. Written permission is required from the receiving CO if you plan on remaining in a leave status after landing on the island.

At the time you drop off your records you will be given a check-in appointment time/date. The records will be prepped prior to your appointment.

PSD Check-in Appointment Notification Sheet will be given to you, listing the necessary documentation required at your appointment. It is very important that the listed documents are in your possession when you report for check-in, as they are needed to start overseas pay entitlements and complete your travel claim. Failure to provide these forms could delay the check-in and travel claim process, which will create an over or under payment to your pay account. The importance of dropping off the records ahead of time to PSD for prepping prior to the check-in cannot be overemphasized. Prepping the records consists of, creating personal folders, reviewing the member’s DFAS pay account for discrepancies, purging obsolete information from the records, pre-filling and printing out various forms unique to that individual, and creating a travel claim package.

Have your sponsor bring you to FFSC to meet the INDOC coordinator to have you and your family signed up for the next INDOC class. You will be brought up to date with current information.

At the time of your appointment please bring all required documentation listed and ensure you bring all of your original receipts procured during your PCS travel.

Travel Planning

- Copies of PCS orders at least 10 copies
- Service Record
- School Records
- Immunizations
- Passports/ Visas
- Birth Certificates

*If you have a child that was born in Italy, you must bring his/her Italian Birth Certificate and not just the English Translation.

- 4 passport photos for each family member (Sojourner's Permit)
- Command Sponsorship letter (if applicable)
Shipping documents
At least two changes of clothes
Euro

Anything else you consider to be important and/or valuable!!

**Passport Requirements**

Active duty members must have military ID and Orders; **Family members must have no-fee passports** with an Italian Visa to enter Italy. **TOURIST PASSPORTS** (in addition to no-fee passports) *are recommended* for traveling purposes.

It is much easier to obtain a tourist passport while still in the States rather than waiting until arrival in Italy. All civilian employees (GS, DODDS) must obtain an official passport with a VISA for work purposes ("MISSIONE"). Contractors must obtain a Tourist Visa with SOFA Stamp.

**VISA Requirements**

According to the Italian Immigration policy family members of military and civilian personnel are required to obtain from the Italian Consulate/Embassy a VISA for family purposes (" visto per motivi di famiglia") to be granted entry into Italy. **Airline personnel will not permit family members to board AMC or commercial flights without a VISA stamped in the passport.**

**What to do if you get Married enroute?**

If you get married before you PCS, you must inform your commander and follow the procedures exactly as you are given them. The military will not pay for travel and housing of your spouse if you do not follow the proper procedures.

Service members must inform apply for command sponsorship for their family member(s). Family member(s) must apply for a "No-Fee"/official passport (U.S. citizens), and contact the nearest Italian Consulate of that city, state, to obtain an Italian Visa PRIOR to arrival in Italy.

Are required to obtain an amendment to their orders, which verifies that their new family member(s) is command sponsored, and return transportation is guaranteed. Obtain a "No-Fee"/official passport, and a Visa from the nearest Italian Consulate in the States (if applicable), BEFORE your family member(s) arrival in Italy. **Failure to do so will affect the ability for your spouse to obtain employment.**
Motor Vehicles

Installation Specific Information

Vehicle Ownership

If you ship an automobile, it will need to be registered at the Motor Vehicle Registration Office (MVRO) to be cleared through Italian Customs. To register your vehicle you must present the following: 1) A current stateside driver's license valid throughout entire tour, 2) A U.S. Forces in Italy motor vehicle operator's permit (Obtained during base indoctrination), 3) The shipping document, 4) Previous vehicle registration or title, and 5) PCS Orders. Be sure that the vehicle you ship will pass a standard state safety inspection. Parts can be ordered but may take several weeks to arrive. It is also difficult to find a car with an automatic transmission in Italy.

If you plan to purchase an automobile here, there are a few options. Purchase of a new vehicle from a dealership on or off base (only US specification vehicles can be returned to the USA), or purchase a used vehicle from another member (the prices in some cases tend to be inflated). If you buy a car that has been owned by an Italian, it will have to go through a lengthy process called "denationalization". MVRO will assist with the legal paper work.

According to the Status of Forces Agreement between Italy and the United States you are allowed to have three (3) motor vehicles. Only your primary vehicle is tax free and authorized NATO forces gas coupons. These coupons cost about what you would pay for gas in the USA (gas is very expensive in Italy). You can use these coupons at authorized gas stations throughout Italy. MVRO will determine your monthly allotted gasoline ration, based on the vehicle engine size. Your additional vehicles do not get tax-free coupons and you must pay annual road taxes on them, assessed by the Italian Government according to the vehicle brake horsepower (BHP).

To own, register, or operate any type or size motorbike or motorcycle in Italy you must have a valid U.S. state license endorsed for motorcycles and a motorcycle safety foundation course card. The motorcycle size (engine size) you may operate is related to your age. You must be 21 years old to operate a motorcycle over 349 cc.

Third party liability insurance is mandatory in Italy for all registered vehicles. The policy conditions and premiums are established by law and are standard throughout the country. Premiums can be expensive. Only two U.S. companies licensed in Italy have local offices. They are USAA and GEICO. You must obtain an Italian premium receipt, certificate of insurance, and a window insert for each vehicle.

Contact MVRO at (from US) 011-39-095-86-5275/7 for more information.

Hands-free devices must be used while operating a motor vehicle on ALL military installations worldwide.

Sojourn Permit

These requirements will be part of Indoctrination/ICR. Italian law requires that all foreigners entering Italy intending to remain beyond 90 days shall register with local officials and obtain a sojourn permit within 8 calendar days of arrival in Italy. All military family members over the age of 14 years, family members under age 14 of dual military or single parent and all non-Italian civilian employees and their families shall make application through the Staff Judge Advocates Office for a sojourn permit within 8 calendar days of arrival.

Registering Vehicles on Base

The Vehicle Registration office is located on NAS II and can be reached at 314-624-5275/624-2633. Hours of operation are 8 am until 4 pm, Monday through Friday. All privately owned vehicles must be registered with this office to receive base passes, registrations and license plates.

A U.S. Forces in Italy motor vehicle operator's license, a current stateside driver's license, shipping documents, stateside registration and PCS orders are required to register your vehicle. All vehicles must maintain insurance and valid insurance cards must be displayed on the windshield.

A U.S. Forces driver's license can only be issued against a current U.S (state) driver's license. All active duty personnel, civilians and family members must attend the Driver Improvement Program prior to receiving an American Forces in Italy, Sicilian Translation license. This course is taught by the Safety Department on Friday during Indoc in the Indoc classroom. The Sicilian Translation of Driver's License is issued at MVRO the following week, after receipt of exam results.

Motorcycles
If you are planning to register or operate a motorcycle in Italy, you must have a valid stateside motorcycle endorsement on your license (no exceptions). A motorcycle safety course is required and provided once you are on station and ready to operate your motorcycle.

**Base Regulations**

**Seat Belts** -- Seat belts are mandatory on and off base.

**Accidents** -- All accidents must be reported to NAS Sigonella Security Department. Accidents with injuries or property damage will be reported immediately to both NASSIG Security and the Italian Police.

**Criminal Offenses** -- NASSIG Security department works closely with the Italian police and Carabinieri. UCMJ offenses will be handled in military order. Offenses committed in the community will be processed through the Italian police but will usually be turned over to the base. All US citizens associated with NASSIG fall under Italian Law.

**Crime Stop** -- NASSIG Security has a Crime Prevention Program. During your indoctrination week, many briefs will be given by the Security Force such as; The Driver Improvement Program to obtain Local Forces in Italy Drivers permits, anti-terrorist brief, and personal and home security. Any questions, problems or concerns may be referred to the Crime Prevention Coordinator at 624-5556/7.

Italy has a low violent crime rate and little of that is directed toward foreigners. Petty crimes such as pick pocketing, theft from parked cars and purse snatching are a serious problem, especially in and around large cities.

**Restricted Areas** -- NAS II flight line is a restricted area. Ramp passes are available through assigned commands. Weapons, Tactical Support Center and Naval Computer and Telecommunications have stringent access security.

**Photography** -- Cameras and video recorders are restricted on NAS II. Check with the Security Department before taking any pictures on NAS II.

**Pass and ID Center**

The Pass and ID center is located on NAS II and can be contacted at 314-624-6387. Hours of operation are 8am until 4 pm, Monday through Friday. This office issues Ramp Badges, Ration Cards for tobacco and alcohol products, electronic equipment, guest passes for visiting U.S. citizens and gate passes for local nationals.
Education - General Overview

DoDDs Schools

Sigonella offers a Department of Defense Dependent School (DoDDs) which serves children pre-kindergarten through 12th grade. Pre-kindergarten includes the Sure Start program, a comprehensive developmental program designed to help four year old children get a better start on school readiness. Find out more about our school by visiting their web site.

Entrance Requirements

DoDEA has changed its Early Childhood Education programs entrance requirements for all DoD Schools for Calendar Year 2009-2010. Age requirements are:

- **Sure Start and Pre-Kindergarten Programs**, a child must be 4 years of age by September 1.
- **Kindergarten Programs**, a child must be 5 years of age by September 1.
- **First Grade**, a child must be 6 years of age by September 1.

If you have any questions about exceptions, contact DoDEA.

There are several families who Home School. Some families enroll their children in the Italian schools out on the economy.

Location: NAS I

The Stephen Decatur School sends a warm welcome to families coming to Sigonella! We would like to make your transition easier by providing some general information about our school, documents required for registration and opportunities for your school age child. Visit our new web site for the latest elementary school information and the middle/high school web site for middle and high school information. You may also download registration forms from the websites.

Curriculum offered at Stephen Decatur is very similar to most schools in the states and our programs match up closely with those offered at comparable size schools. A college bound curriculum is offered to all high school students with a variety of programs available for all.

Stephen Decatur attempts to meet the needs of all students and special programs are available for those children that may be learning impaired or have needs beyond the normal scope of the curriculum. DoDDS personnel believe that all children can be successful with the proper strategy interventions and an ample amount of time.

Stephen Decatur offers a pre-school handicapped program and is in close coordination with the military pre-school programs to facilitate the needs of all.

Interscholastic sports programs are available to those students in grades 9 through 12. Competition is conducted normally with other DODDS and international schools within Italy and, whenever possible, host nation schools.

All students are encouraged to become more involved in the local culture through the study of Italian and attending many of the culturally related study trips into the local environments. A major effort is provided to ensure students have a better understanding of the diverse culture in which they are living.

Bus transportation is provided to students living within the established commuting area. Please ensure that the house of your choice is either near or on the present bus route. School bus routes are examined and modified as the need determines.

Registration of your children can be accomplished by reporting to the main office of the school on NAS I and presenting:
- a copy of your orders
- previous school records
- shot records
- passports
- student's social security number

Every effort will be made for appropriate placement of children enrolling during the mid-year. Registration is on-going during the summer months from 8:00 am - 11:30 am Mon-Fri.
Children and youth assigned here are bound to be excited about the many extra-curricular opportunities offered in addition to the school program. Children of all ages will benefit from the interactive art, music, and computer laboratories. Math specialists and drama are used to invigorate the learning process. "Student of the Month" and Stephen Decatur Honor Roll ceremonies encourage children to try harder. Older children will benefit from involvement in various sports programs, drama club, chorus, and band. Middle and high school students are eligible for the National Honor Society and other meritorious associations. SDS also offers honors classes in English, several AP classes and active NJPOCT program. Standardized test scores for the Stephen Decatur Elementary School and the Steven Decatur Middle/High School are available through the DoDEA Data Center.

The DODDS Stephen Decatur School is available without cost to command sponsored active duty and DoD civilian family members. Private schools are not available in the local area. There is limited special education support available.

**Adult Education**

Sigonella offers a full service Navy Campus. There are several colleges/universities represented and degrees vary from certificates through master's degree. University of Maryland (Europe) offers many classes.
Education - Local Schools

Choosing the right school for children is a priority for military families. This article describes excellent resources for planning a child’s educational needs.

Information on Department of Defense (DoD) Schools, available for military families living on the installations with DoD Schools, can be found in the text box above. Links are provided to the school’s website and to current data on the school’s test scores. To view a report card for DoD Schools visit this [website](#).

The remainder of this article addresses schools in the local community, outside of DoD Schools. Information about local public, charter and private schools is available through the databases in number 2 below.

1. How do I choose a good school?

Choosing a School for Your Child is a U.S. Department of Education publication that will help families identify what is important in selecting a school.

The School Visit: What to Look For, What to Ask Whether you are choosing a school for the first time, or because you are in transition, this site will provide you with information about what to do and what to ask.

2. What schools are in my area (or in the area where I may move), and how good are they?

Several high quality commercial tools are available to assist in making decisions about which school to choose for your child. Listed below are these website tools along with information on how you access the information and what type of information each site provides.

Both [Great Schools](#) and [School Matters](#) provide a wealth of information for parents:

- School contact information
- Distance from zip code (provide the installation zip code, or the zip code of the area where you will be living)
- Public, private or charter school designation
- Student/teacher ratios
- Free and reduced school lunch program (an estimate of economic disadvantage)
- Great Schools provides a rating of schools and a parent comment section
- Percentage of students meeting or exceeding the state standards in math, reading and language arts
- Teachers - average number of years teaching experience, % of first year teachers on the staff
- Students: Average percentage of students absent from school for more than 15 days
- Ethnic breakdown and percent of students with English as a second language
- School Matters provides college prep scores (PSAT, SAT, ACT test scores)-for high schools only
- Great Schools also provides parents the ability to rate the schools and make comments on the schools.

For both sites, the user must enter the State and zip code to find schools in the area.

SchoolQuest was developed by the [Military Child Education Coalition](#) to help military families select schools. SchoolQuest also offers an Online Library that provides resources for families in transition. At this time, the SchoolQuest data base covers 99 military installations. The Military Child Education Coalition also provides a [data base of information](#) on each State's educational system.

[The School Report Tool](#) is available from Military OneSource that list names and locations of public, public charter, private, virtual and home schooling choices around major installations. Charter Schools are nonsectarian public schools of choice that operate with freedom from many of the regulations that apply to traditional public schools. Use this site to find one in your area.

3. How can I help plan for a successful transition in this new school and for my child's school career?

Parents often want to know about the availability of extra curricular activities and sports, or the availability of advanced classes. For these questions, it is best to contact the schools directly. It is important to ask the right questions. The following resources can help with these questions and others.

The [Toolkit for Parents](#) was developed by the Department of Defense, especially for Military Families. This 85 page booklet walks parents through preparing for the move and the first two weeks of school....what to ask, what to take, etc..
The Military Impacted Association has checklists available for military kids who are leaving or entering a new school.

The Military Child Education Coalition has a checklist for transferring students that will be helpful. Additionally, through SchoolQuest, MCEC provides parents with the ability to develop a profile for each of their children, which then will provide them with a report on issues related to transferring to a new school district.

4. Question? What happens if I need help during the school year?

During the school year, there are always questions that parents have, such as "What is the best way to help with homework?" or "What if my child needs to see a counselor because my spouse is deployed?" Military OneSource helps with these questions and has 24/7 access. You can call them at 1-800-342-9647, connect to them at the website Military OneSource, or e-mail a consultant at the OneSource website.
Education - Local Schools/Overseas

Overseas Schools -- What You Should Know

Moving your family from one installation to another in the U.S. can be challenging enough; but moving your family overseas presents an even more complex situation. One of the most important challenges can be summed up by this question, "Where are my children going to go to school?"

This article will provide resources to help guide military families through the many questions and decisions regarding local schools abroad.

Where do I start?

Start with the information on your new installation. Visit MilitaryINSTALLATIONS and review the installation's Education - article. All of the overseas installations have dedicated a portion of the Education article to discussing the education options available in the local community as well as the DoD schools located on the installation, if available. Most installations overseas that allow accompanied family travel have one or more DoD schools.

What is the difference between a DoD school and an international or national school?

DoDEA is the Department of Defense Education Activity. DoDEA operates DoD schools in 12 foreign countries, Guam and Puerto Rico. All DoDEA schools are fully accredited by U.S. accreditation agencies and maintain high academic standards with well rounded educational programs. Visit the DoDEA School Report Card website to find a detailed discussion of each DoD School.

In addition to DoDEA, the U.S. Department of State's Office of Overseas Schools mission is to promote quality educational opportunities for dependents of American citizens overseas at the elementary and secondary level. If a DoD school is not available on your installation there may be a school in the local community that is an American-Sponsored Elementary and Secondary School.

International schools are English-language schools whereas National schools are schools where courses are taught in the native language. The curriculum and grading system of an International school tends to be similar to the traditional American education system. This is a consideration if your family will be returning to the U.S. prior to your child or children graduating high school. Remember, when choosing a school it is best to try to match the school with your child's needs and expectations.

Where can I find a list of International schools in the country where my family is moving?

The Internet can be an excellent resource for finding International Schools overseas. You can find a complete directory of overseas schools on the International Schools Services' website.

In addition, the World Wide Schools website is an excellent resource. From the homepage you can select the country. Once you have done this, a list of schools will appear and you can then choose which one you are interested in researching. All of the information appearing on this website is provided by the schools directly. Some of the information you may find on a school includes: a background summary about the school, the school's address, phone number, website, and even the email address of the director of the school. This information should be explored so that you can make comparisons with other International schools in the area to determine the best place for your child/children.

How do I decide what school is best for my child?

This process is much the same as it would be in the U.S. You may not have as many choices but it is important to make a list of possible schools and then begin to ask around. This is a daunting task since it is likely that there will be a language barrier. However, talk to the Relocation Personnel in the Family Center and your sponsor at your new installation who may be able to put you in touch other families with children around the same age as your child/children. Always contact the school directly and ask for references.

Once you have narrowed down your options, interview the school or schools directly. This is best done in person, if possible. Ask about: attendance, atmosphere, curriculum; grading system, tuition, accreditations, the staff and administration; as well as other practical details such as, does the school provide meals, what types of extra curricular programs are available, is there transportation, holidays and schedule, sports programs, before and after school care programs, and how is the facility maintained.

Now that I have chosen a school, how do I successfully facilitate the transition for my child?

A successful transition should be a priority during planning the move and once the move has been completed. The more knowledge you provide your child with, the more confident he/she will feel once he/she arrives at the new school. Allow your child to be a part of the decision making process, if he/she is old enough, and take his/her opinions into account.
MilitaryStudent provides several valuable tools to facilitate the transition process. Although many of these tools are not geared specifically to an international move the resources provided do apply to any military student transitioning to a new school in the U.S. or overseas.
Education - Training (College/Technical)

Continuing Education

Navy Campus enables persons to reach their educational goals. It is a network of services and programs offered worldwide to benefit Navy personnel and their family members. Opportunities range from high school completion to doctorate degree programs.

The Navy Campus Education Center offers: vocational technical programs, examination programs, the Academic Skills Learning Center, veteran's assistance information (VA), tuition assistance program (TA), apprenticeship programs, SOCNAV programs, and a Resource Library. The Navy Campus Guidance Counselors can assist you in defining your education goals, and creating an education plan.

The Academic Skills Learning Center is located in the Navy Campus Education Center and offers programs free of charge to military and adult family members. The goal of the Academic Learning Center program is to help enhance those skills necessary to improve performance of job, career advancement, and success in college. The courses review English, math, and reading skills. The courses are computer based to give maximum flexibility. We are here to help you prepare for college courses and take standardized tests such as GED, SAT, ACT, ASVAB and CLEP.

College

The Navy Campus Education Center offers on-base college enrollment, external degree programs, independent study courses, credit by examination and tuition assistance. The following two universities have a representative available to enroll you in on-base classes and to assist you in obtaining your educational objective.

Embry-Riddle Aeronautical University (ERAU) Sigonella Center, offers undergraduate and graduate degree courses.

University of Maryland University College (UMUC) Europe offers associate and bachelor's degrees in 16 majors and 18 minors in areas such as accounting, business administration, computer and information science, history, general studies, management studies, marketing, and psychology.

Central Texas College (CTC) offers associate and vocational certifications.

University of Phoenix (UoP) offers graduate level degrees.

You can find out more about these educational institutions on the Navy College website.
Library

Navy General Library Program

Navy General Library Program provides Sailors with a way to further their professional and voluntary educational pursuits and leisure activities through the provision of Digital Library Products on Navy Knowledge Online, and through Shore and Afloat Libraries. The program also provides leisure reading materials in print and audio formats to those Sailors assigned to Operation Enduring Freedom and Operation Iraqi Freedom as well as those assigned to Military Missions in the Unified Pacific Command. Our reliance on Digital Library Products provides access to an array of information sources and leisure materials 24/7, 365 days a year, worldwide. The digital library on Navy Knowledge Online consists of ebooks for ekids (Tumblebooks); downloadable audio books; genealogy databases; engineering database; financial database (Morningstar); Newspapers from all 50 states with an emphasis on Fleet concentration areas as well as from International locations with a Naval interest; 5000 full text journals and magazines; CLEP practice tests; DSST practice Tests; education and scholarship database as well as computer and technical ebooks. More products are added each year as funding allows.

The Shore Libraries are located on 23 Naval Installations and provide a variety of print and audio visual materials for check-out to eligible customers. The libraries provide access to the Internet through computers at no charge and through wireless access for laptops brought to the facilities. Most base libraries conduct special programs, such as story hours and summer reading programs, offer a variety of classes, book clubs, as well as author and book talks.

The Afloat libraries consist of computers and collections of print and audio materials but vary in size depending on the type of vessel. At one end of the spectrum is a carrier which may have a collection as large as 15,000 volumes to the other end of the spectrum, a submarine that may have a collection of only a few hundred items. As a part of the Afloat Library Program, the Navy General Library Program Office provide an "opening day" collection for every new ship entering the Navy's active fleet.

Military OneSource On-Line Library

Our mobile military members often don't have the resources of a brick and mortar library on hand to provide entertainment, learning or solace. The Online Library provides those resources while the members are in transit or deployed. One-stop shopping for all library resources in print, electronic and downloadable format are available online, 24/7. The library provides recreation, lifelong learning, reference, and career resources for all ages and interests. All resources including audio and eBooks are free. Resources are available anywhere in the world where there is access to the internet.

Military OneSource On-Line Library provides 24/7 access to library materials that include:

- Ability to download free books from thousands of fiction and non-fiction titles, including animated children's books, or request a free paperback or digital Playaway book from Military OneSource.
- Access to data bases to pursue education, research careers, fix cars or home appliances, maintain or remodel apartments or homes, and more.

Installation Specific Information

Internet computers, printers and wireless connection will keep you connected and in touch. Story Time is Wednesdays at 10 O'clock for all Toddlers. Get there early for a good seat. For parents and kids, there's a magic reading tree under a blue canopy on the terrace. A cool place to relax and enjoy your trip to the library.

Hundreds of award-winning titles for young readers. Summer Reading Camp is a great time for all kids who like to read and have fun. New Releases, Best Sellers, Navy Reading, Sicily Collection, Deployment Books, Oprah's Picks, free paperbacks, magazines from all 50 states, Sunday newspapers and much much more for your reading pleasure.

Tumblebooks.com provides hundreds of animated books as well as interactive reading skills games and tests. Great for homeschoolers. Stacks and stacks of paperbacks for your enjoyment. Over 1000 titles ranging from a vintage thriller to the latest titles available.

Read with you ears! Books on CDs or the new Playaways that fit into you pocket. Have you seen a good DVD lately? Movies and TV series, travel, fitness and cooking! Study Guides can insure you ACE that test. If we don't have it, we can get it! Just ask for an Inter-Library Loan. There are over 100,000 MWR NavEur Library Resources available to you online.
Housing - Overview

Government Housing

Government Housing, or Marinai, is an installation-sponsored, off-base location. The quarters consist of three and four bedroom townhouse style homes designed to meet American standards which include a refrigerator, stove, dishwasher, microwave, washing machine, and dryer.

Marinai Floor Plans can be found on the Navy/Marine Corps Housing OneStop website.

Checking-In

Members should visit the Housing Welcome Center no later than 48 hours after their arrival to apply for Government Housing. If housing is not readily available, members have the option to seek community housing. Please communicate with your sponsor or the Housing Welcome Center soon regarding your housing options and how to apply.

Pet Policies in Government Housing

Only two pets are authorized to stay in government family housing and pets must be cats or dogs.

Waiting Times

The following wait times are approximated:

- Officer 4 bedroom: 6-12 months
- Officer 3 bedroom: 6-8 months
- Senior Enlisted 4 bedroom: 6-12 months
- Senior Enlisted 3 bedroom: 3-6 months
- Junior Enlisted 4 bedroom: 6-8 months
- Junior Enlisted 3 bedroom: 3-6 months

Single Service Members

E-1 – E-3 unaccompanied and geographical bachelors are required to live in Bachelor Housing on one of the two bases. Assignments are based on eligibility and do not guarantee you will reside on the same base that you work on. All rooms have a microwave and refrigerator and most are equipped with a stovetop. You or your sponsor should contact the Housing Welcome Center to arrange a “door-to-door” move.

Bachelor Housing standard rooms are:

- 1+1 layout: private bedroom with shared kitchen and bathroom
- 1+0 layout: private bedroom with private kitchen and bathroom

E-4 and above unaccompanied and geographical bachelors should expect to live in the community. Apartments or villas can be leased for the duration of your tour. Additionally, you should not ship American appliances. Appliances will be provided through the Housing Department. You must contact the Housing Office before signing a lease. See important on non-government housing below.

Housing maintains information on furnished and non-furnished options.

Non-Government Housing

The housing market in the area consists of apartments and villas. Apartments are generally one floor of a house and villas are single homes with a fenced perimeter. The property you are looking the lease must pass Housing inspection before you can reside there. It is important to realize that you must pay for the first two months rent, in euro, which usually consists of the first month’s rent and security deposit. It is highly advisable to anticipate this cost.

The cost of living is higher than most US locations. Please refer to the Per Diem, Travel, Transportation and Allowance Committee website at for COLA rates for this location.
AHRN is not currently available at all installations but the phased program is adding new installations every month. Check the AHRN website to see if your next assignment is an AHRN base and check out other features to assist you in your home search.

Please refer to the NAS Sigonella website for further information on Housing.
Housing - Temporary

Temporary Lodging

The Navy Gateway Inns & Suites is pleased to provide you clean and comfortable guest rooms and suites. Both NAS I and NAS II have an NGIS Reception, operating 24 hours a day and 7 days a week.

Reservations

Your sponsor will make the reservation for you. If a room is not available at NGIS, you will be referred to the Navy Lodge. A Certificate of Non-Availability (CNA) will be required from NGIS if there is no availability at both NGIS and Navy Lodge. Failure to abide by the reservations and/or lodging procedures can result in the non-payment or reduced payment of temporary lodging allowance (TLA).

All rooms have a kitchenette, equipped with electrical burners, microwave, refrigerator, TV set, and every other attempt has been made to fully anticipate your needs and providing you with a variety of services and amenities.

It is recommended to make TLA advanced reservations by calling NGIS. Upon arrival, the service member is required to report to Housing Department within two days.

Orders

Be sure to have a copy of your orders at check-in.

Costs

Rates for the accommodations are:

- Suite - $60.00
- Private Room with Private Bathroom - $50.00
- Private Room with Shared Bathroom - $45.00

Length of Stay

Maximum length of stay is 30 days.

Location

NGIS is located on both bases and the Navy Lodge is just on NAS 1, the support base.

Pet Policy

Pets, including goldfish, are not authorized. Military Working dogs and Seeing Eye dogs are the exception; however, a pet cleaning fee of $50.00 will apply.

For pet accommodation please contact the front desk. Please note: NGIS does not accept pets. Navy Lodge has a limited number of pet rooms. Additional out-of-pocket costs may occur if you bring a pet(s).

Please refer to the NAS Sigonella website for further information regarding Temporary Lodging.
Housing - Government

**Family Housing**

Government housing consists of townhouse type quarters with small fenced rear yards. Storage is limited. Refrigerator, dishwasher, washer, and dryer are provided. Units have central heat and air condition, AFN cable, basic phone service, ADSL internet service, and 110/220 volts. Be advised that Italy's electricity runs on 50 Hz vice 60 Hz (US).

We have one housing area/location, consisting of 3 & 4 bedroom unit for all grade categories. Marinai is located about 7 miles from the support site and is only comprised of family housing. Assignment to government housing is based on the first two available/vacant units in your grade and bedroom category.

**Eligibility**

Government Family Housing: In keeping with our desire to maximize established quality of life benefits, accompanied military personnel can move out into the community or wait to be assigned to government family quarters. Only two (2) pets (dog, cat, or combination) are permitted in family housing.

**Availability**

The current waiting periods for government family housing are:

- Officer 4 bedroom: 6-12 months
- Officer 3 bedroom: 6-8 months
- Senior Enlisted 4 bedroom: 6-12 months
- Senior Enlisted 3 bedroom: 3-6 months
- Junior Enlisted 4 bedroom: 6-8 months
- Junior Enlisted 3 bedroom: 3-6 months

Government housing is probably smaller than what you are accustomed to in the United States. Our quarters' size average from 1,354 (3-bedroom) to 1,495 (4-bedroom) square feet. Please adjust your household goods shipment accordingly and place non-essential items in non-temporary storage before leaving your duty station.

**Application Procedures**

If selecting Family Housing, members arriving in Sigonella should visit the Housing Office, no later than 48 hours after their arrival, to complete a housing application. To apply for Family Housing, provide a government housing application DD 1746 along with a copy of your orders and detaching endorsement from your last permanent duty station and a copy of your current Page 2. Applications can be completed upon arrival at the Housing Welcome Center, Assignment and Termination desks.

**Non-Government Housing**

The housing market in the area consists of apartments and villas. Apartments are generally one floor of a house and villas are single homes with a fenced perimeter. The property you are looking the lease must pass Housing inspection before you can reside there. It is important to realize that you must pay for the first two months rent, in euro, which usually consists of the first month’s rent and security deposit. *It is highly advisable to anticipate this cost.*

The cost of living is higher than most US locations. Please refer to the [Per Diem, Travel, Transportation and Allowance Committee website](#) for COLA rates for this location.

**Single Service Member Housing**

**Availability**

Government Bachelors Housing: All unaccompanied E4 and below are housed in the barracks. A special request chit, approved by the NASSIG Commanding Officer, is required for permission to live off base.

**Eligibility**
In addition, all unaccompanied military personnel entitled to BAH, at the "with dependent rate", can only reside in economy housing if government bachelor housing is not available.

**Application Procedures**

Please ensure your sponsor advises you fully on our government housing assignment policies. It's important that you communicate at your earliest convenience with your sponsor regarding this important overseas quality of life initiative.

AHRN is not currently available at all installations but the phased program is adding new installations every month. Check the AHRN website to see if your next assignment is an AHRN base and check out other features to assist you in your home search.

Please refer to the housing website for more information on Government Housing at NAS Sigonella.
Household Goods - Overview

Arranging Household Goods Shipments

As soon as you are alerted to your upcoming PCS move, you can start getting your house and family ready. Clean up and get rid of junk. Hold a yard sale or take serviceable items you no longer need to a thrift shop or donate to charity. Get important family records together in one place. You can even estimate the weight of your household goods before you visit your transportation office to set up the move. If you are going overseas, you should begin to plan what items you will take in your unaccompanied baggage, in your household goods shipment, and what might need to go into permanent storage. Remember for overseas assignments, electricity is different and houses are generally much smaller and cannot handle large furniture.

Set up an appointment with your transportation office as soon as you have a copy of your PCS orders. The earlier you call or visit your transportation office, the greater your chances of moving on the date you desire. The transportation office may instruct you to use the government's new automated moving system and process, DP3. The counselors will explain all your PCS move entitlements in detail. Your first decision is whether to have the government move you or whether to move yourself. There are pros and cons to each type of move. Your counselor will answer all of your questions. If you choose a government move, they will book your shipment and put you in contact with your mover (Transportation Service Provider - TSP). The TSP will contact you for a pre-move survey and let you know the exact dates the movers will come. If you choose to move yourself, the counselor can assist with recommendations and tips on how to do a personal move.

Automobile

The government may ship one Privately Owned Vehicle (POV) at their expense to your new overseas location. This is handled through your transportation office. Remember to discuss your POV needs at your initial counseling session. The shipping contractor has established a website where you can track the location of your POV through the shipping process.

Shipping Pets

Planning for shipment of your pet includes researching airline requirements, and quarantine restriction laws in your new location. You will need to ask the airlines the requirements for size, weight, number of animals, kennel construction, documentation and season of the year limitations. Occasionally, small pets can be shipped on military flights but availability and regulations are always changing as well as fees. Check the DoD Household Goods Portal website for details on shipping pets.

Many international locations have strict importation laws including extended quarantines and restrictions on breeds or types of animals that can be brought into the country. Carefully research these rules as they could impact your moving schedule. Not only do overseas locations have strict rules but many locations have restrictions on dangerous dogs as well. Review your destination installation’s Shipping Pets article for details.

Arrival and Delivery of Household Goods Shipments

Follow the instructions you are given at counseling carefully. Depending on how your shipment moves, it is your responsibility to contact the transportation office or mover (TSP) as soon as you arrive at your new duty station. Let them know how you can be contacted, phone, mobile phone and e-mail. If you already have new quarters, they will help arrange delivery of your personal property shipments. Otherwise they will arrange for temporary storage until you have permanent housing.

Make certain that you, or someone who can act in your name, is available at your new home on delivery day. If the TSP arrives and cannot deliver the shipment, you may be charged for the attempted delivery and any additional storage that may result.

Customer Satisfaction Survey

Once your personal property is delivered, you’ll be asked to rate the your satisfaction with the customer service you received from the TSP. Make sure you take the time to do this. You feedback will make the process better for everyone. The SDDC website provides detailed information about completing the Customer Satisfaction Survey.

Claims

DoD customers are eligible for Full Replacement Value (FRV) protection on most DoD sponsored shipments. With this protection, the TSP will either repair or pay to repair damaged items and pay the full replacement cost for items that are lost or destroyed.
Providing prompt notice of loss or damage is an essential part of the process. Use the front of DD Form 1840/1840R to notify the mover of any loss or damage you find at the time of delivery. If further loss or damage is discovered after the transportation provider departs, use the reverse side of the form, DD Form 1840R. You must **file DD Form 1840/1840R with the TSP within 75 days of delivery.** The TSP has the right to inspect the damaged item once they receive the notice forms.

If you have any loss or damage to your personal property you will need to file a claim. Completing and submitting the DD Form 1840/1840R does not constitute filing a claim. You must file the claim directly with the TSP within nine months of delivery to receive FRV protection. Once the claim is filed directly with the TSP, the TSP is responsible for obtaining repair and replacement estimates and settling the claim by paying repair or replacement costs.

As in the past, the Military Claims Office (MCO) is available to help you understand the claims process and your rights and responsibilities. You may still transfer your claim to the MCO of your wish. However, if you transfer your claim the MCO will only be responsible for the lower depreciated cost of items on the claim.
Household Goods - Shipping Pets

Boarding

Currently there is only one kennel near NAS Sigonella. It is the Dog Village Location in Nicolosi at 011-32--34. All types of dogs are welcome. It is a kennel located on the economy and currently has a capacity of 30. The cost is approximately $18.00 per day. There are no kennel services have been located for cats.

Transportation

The age and condition of your pet should be taken into consideration before transporting them overseas which can be extremely stressful. Be sure to check with your veterinarian for proper documentation and considerations for bringing your pet overseas. If you have a small pet, they should be able to accompany you in the cabin. However, larger pets will travel in the cargo for pets. It is important to note that if your pet and their kennel weigh more than 70lbs, you may be required to travel commercially and/or pay extra charges. Also, know that the Navy Lodge does not allow pets to stay that are over 50lbs.

You should also consider the time of year you are traveling. There are certain months that air carriers, even military flights, are not permitted to transport animals because of extreme heat and cold weather conditions. It is imperative to contact the carrier and receive this information beforehand.

Quarantine

There is no quarantine for importation of dogs and cats. To import your pet, you will need a rabies vaccination that is older than 30 days, but not older than one year.

If you follow these rules bringing a pet to Sicily is not difficult, but you must plan carefully and well in advance. Where you can encounter problems is in making arrangements for transporting pets for your rotation following Sigonella. This is because families, who arrived without pets, often obtain them during their tour at Sigonella. This phenomenon lessens the number of pet slots on flights back to the States.

It is also important to keep in mind that airline pet slots drop considerably during summer months because fewer airlines transport pets after the weather turns warm. Our research indicates that the cost of commercially transporting a pet from Europe to the States can be as high as $1,500.

Vaccinations and Registration

Vaccinations are required annually. Leishmaniasis and Ehrlichios are present on the island. Please take this into consideration before bringing your dog to Sicily.

All animals are required to have an AVID microchip to use the VTF, this may be done upon arrival. Full service veterinary care is available, but is often limited to mission requirements. Pets are seen by appointment only.

Veterinary Services

Sigonella welcomes pets. To make your departure from Sigonella easier, we strongly encourage you to plan for the cost of transporting your pet at the end of your tour in Sigonella, in advance. This will ensure that your trip to your next duty station will be pet-stress free.

Personnel on all types of orders must make initial arrangements through NAVPTO. Pet spaces are on a first-come basis. You must ensure your pet carrier meets the requirements of your airline in advance. An Italian Health Certificate through the Italian Embassy is also needed.

The Veterinary Treatment Facility (VTF) is located on NAS I. The local DSN is 314-624-4258. Pets must be registered within 5 days of arrival. Pets do not need to be present for registration, just their medical records.
Special Needs

As many as 15% of military families have members with special needs. These include spouses, children, or dependent parents who require special medical or educational services. These family members have a diagnosed physical, intellectual or emotional condition. The Exceptional Family Member Program (EFMP) serves these families in several ways.

These four articles will provide families with special needs helpful information and points of contact:

- Enrollment/EFMP – This article discusses the Exceptional Family Member Program enrollment, which is mandatory for all military personnel who have a member of their family with a medical or educational disability. The article discusses the purpose of enrollment, the process and provides Service-specific differences.
- Family Support/EFMP – This article discusses the family support function of the EFMP, which may include information and referral support (to military and community resources), financial management assistance, relocation assistance, and for some families, case management. The article provides Service-specific differences and identifies the point of contact at each installation.
- Health Care/Special Needs - The military health care system supports families with special needs in a number of ways. This article describes the special services and provides the point of contact at the Military Treatment Facility.
- Special Education/EIS – Describes two programs that provide educational intervention for children with disabilities who are from birth to three (early intervention services) or are school aged (3-21) (special education).
Special Needs - EFMP Enrollment

Exceptional Family Member Program - Enrollment

The Exceptional Family Member Program (EFMP) includes a variety of personnel, medical, and family support functions. Enrollment is a major component of the program and is mandatory for all military personnel who have a member of their family with a medical or educational disability.

By submitting a completed DD 2792, EFM Medical Summary and/or the DD 2792-1, EFMP Educational Summary, the military member identifies that a family member has a special need. Information about the family member’s condition including diagnosis, type of provider(s), frequency of care, medication, and special accommodations is documented on the forms. The information is used during the time that a service member is being considered for a new assignment to insure that the service member’s family member can obtain necessary care at the new location.

Although each of the Military Services handles the enrollment somewhat differently, there are some commonalities:

1. Each Service uses the Department of Defense forms (DD 2792 and DD 2792-1).
2. Each Service submits the completed forms to the receiving location for review.
3. The receiving location indicates whether care is available.
4. The DD 2792 medical form is reviewed by medical personnel,
5. The DD 2792-1 is reviewed by educational personnel,
6. All of the information is confidential and private, and on a need to know basis.

Military personnel, depending upon the Service, can pick up the necessary forms as follows:

Army – At the military treatment facility – ask for the EFMP office.

Marine Corps – At Marine Corps Community Service. Ask for the EFMP manager.

Navy – At the military treatment facility. Ask for the EFMP Coordinators’ Office.

Air Force – At the military treatment facility. Ask for the Special Needs Information and Assignment Coordination (SNIAC) officer.

These individuals can also explain the process for getting the forms completed, and for returning them.
Special Needs - EFMP Family Support

Exceptional Family Member Program - Family Support

The Exceptional Family Member Program (EFMP) includes a variety of personnel, medical, and family support functions. The EFMP family support services may include, but are not limited to:

- Information and referral for military and community services
- Relocation assistance
- Financial management
- Local school and early intervention services information
- Case management

To reach a family support program in the:

- Army – Army Community Service - EFMP Manager
- Marine Corps – Marine Corp Community Service - EFMP Coordinator
- Air Force - Airman and Family Readiness Centers - EFMP-Family Support
- Navy – Regional Information and Referral specialists

Military families with special needs who are not located near a military installation are encouraged to call Military OneSource (1-800-342-9647) and ask to speak with a special needs consultant. The Military OneSource program is designed to supplement programs and services available on the installation, and can be especially helpful to Guard and Reserve families who don't live near an installation, or to members who are geographically isolated.
Special Needs - Health Care

Exceptional Family Member Program

The Exceptional Family Member Program (EFMP) is mandatory for all family members who have been identified with a special medical or educational need. Enrolling in the EFMP ensures that the family member's medical needs will be considered during the assignment coordination process.

Military Treatment Facility

The clinics and services available at Military Treatment Facilities vary by location. Before you move, identify the MTF that will serve you, visit the MTF's website to learn about the clinics and services available and to get relevant contact information.

Moving to a New TRICARE Region

If you anticipate a move to another TRICARE region, work with your local TRICARE Service Center (TSC) or case manager before your move to ensure the transition is as smooth as possible. On arrival at the new duty location, your sponsor should contact the Beneficiary Counseling and Assistance Coordinator (BCAC) or TSC to ensure the transition plans are in place and to obtain authorizations for TRICARE Extended Care Health Option (ECHO) services, if applicable.

Beneficiary Counseling and Assistance Coordinator (BCAC)

All TRICARE Regional Offices and most MTFs are staffed with BCACs (formerly known as Health Benefits Advisors.) BCACs provide information, guidance and assistance on benefit options, TRICARE Prime enrollment, special authorizations, status of claims and eligibility, plus assistance with referrals and appointments. If you or your family member has a more severe medical need, contact your assigned case manager.

Case Management

Case management involves a team of health care professionals who help you and your family to find solutions to complex health problems. It is important to inform your case manager if you are moving as he/she will connect you with the case manager at your new location.

Extended Care Health Option (ECHO)

TRICARE ECHO provides financial assistance to beneficiaries of active duty service members who qualify based on specific mental or physical disabilities. ECHO offers an integrated set of services and supplies beyond the basic TRICARE program. ECHO is administered by regional contractors in the TRICARE North, South, and West Regions and by TRICARE Regional Offices in overseas locations.

Transporting Medical Equipment

Your Installation Transportation Office has special procedures to follow for the transportation of medical equipment that is necessary for medical treatment required by the sponsor or family member. Some types of medical equipment may be shipped in the same manner as Professional Books, Papers, and Equipment (PBP&E).

Federal and State Health Care Programs

Medicaid - Medicaid pays for medical assistance for certain individuals and families with low incomes and resources. State Medicaid programs are usually administered by departments of social service or departments of medical assistance.

Supplemental Security Income (SSI) - SSI is a cash assistance program intended to meet basic needs for food, clothing and shelter for those who are aged, blind or disabled. It provides cash to meet basic needs for food, clothing, and shelter. Families must reapply upon each move to another state.

Title V of the Social Security Act - Many states have services for children with special health care needs that are funded by the Maternal and Child Health Services Block Grant, or Title V. State departments of health web sites and local health departments will provide information on state health benefits for children with special health care needs. The Maternal and Child Health Bureaus' web site has Title V information organized by State that provide you with Title V points of contact and other pertinent information.
Other Important Resources

Debt Collection Assistance Officer (DCAO) - TRICARE has a DCAO assigned to TRICARE Regional Offices and MTFs worldwide to help beneficiaries understand and get assistance with debt collection problems related to TRICARE. Individuals who have received a notice from a collection agency or a negative credit report because of a medical or dental bill should be referred to the nearest DCAO.

Family Voices - Family Voices is a national, grassroots clearinghouse for information and education concerning the health care of children with special health needs. Family Voices also has State points of contacts with useful links to State programs and organizations.

Installation Specific Information

Exceptional Family Member Program (EFMP)

The Exceptional Family Member Program (EFMP) is a mandatory program designed to identify family members with long-term health care or special education needs. The program provides the following:

- Assists service members in identifying available services at their next assignment area
- Confirms the availability of medical and educational support at overseas locations
- Identifies those who require assignment within major medical areas
- Identifies those who are eligible for voluntary homesteading

An Exceptional Family Member (EFM) is defined as an authorized family member residing with the sponsor who requires special medical, psychological, or educational services.

Enrollment -- The EFM Program requires mandatory enrollment as per OPNAVINST 1754.2 series for any family member who:

- Resides with the sponsor
- Is enrolled in DEERS
- Is affected by a physical, emotional or educational condition
- Requires ongoing special medical care or special education not generally available in isolated areas or overseas locations.
Education - Special Education/EIS

Exceptional Family Member Program

Exceptional Family Member Program (EFMP) screening is mandatory for all family members who will accompany a service member to an overseas duty location. EFMP screening includes educational screening when the family member is under the age of 21. The military service considers the needs of the family member when considering an overseas assignment.

The Department of Defense has two programs that provide services to children with developmental delays and disabilities, in accordance with the Individuals with Disabilities Education Act (IDEA).

Infants and Toddlers (birth to 3 years old)

Educational and Developmental Intervention Services (EDIS) is a military medical department program that provides early intervention services to infants and toddlers from birth until three years of age. EDIS is available at all locations where there is a DoD school.

School Age (3-21 years)

The Department of Defense Dependents Schools (DoDDS) provides special education to school-aged children with a disability. In overseas communities, the availability of services varies according to the size of the community, its location, and the military mission.

Services Available

At Stephen Decatur ES and MS/HS - Sigonella, DoDDS provides the following level of services.

Preschool (3-5 years of age): Services are available for children with developmental delays and/or other identified disabilities who require daily or less frequent support in a developmental preschool classroom setting.

Autism Spectrum Disorder (ASD): The schools provide special education to children with the diagnosis of autism in the general education classroom with limited special education consultation. This location would not be appropriate for children with the diagnosis of autism who require individual support or more intensive special education service.

Communication/Speech Impaired: The schools can provide comprehensive speech and language services in individual, small group, and/or general education classroom settings.

Emotionally Impaired: Part time services are available on an as-needed-basis to support children in the general education classroom. These services may not be available within the school complex, but be provided by an itinerant teacher from another school. This placement would not be appropriate for children coming out of a residential placement and/or an alternative educational setting.

Intellectual Disability (Mental Retardation): Services are available for children who have mild mental retardation and receive the majority of their instruction in general education classroom (approximately 75% or greater) with resource room support. Independence is stressed with minimal additional supervision or support.

Specific Learning Disability: Services are available to provide individualized instruction in the general education classroom with resource room support (up to 50% of the day).

Hearing Impaired: Services are available on an as-needed-basis to provide consultation for students with hearing impairments who can be served in the general education classrooms. The Hearing Impaired Specialist is not located within the school complex and on-site visits may be limited. Minor environmental modifications and some special materials are available. Support is provided for children whose hearing disability is typically corrected with hearing aids. This is not an appropriate location for children who are deaf or who require the services of an interpreter.

Visually Impaired: Consultation services are provided on an as-needed-basis to support children with low vision who can be served in a general education classroom. The Visually Impaired Specialist is not located within the school complex and on-site visits may be limited. This may include equipment for providing magnification and high contrast, large print books, and environmental modifications for light control and/or preferential seating. This is not an appropriate location for children who are blind and require pre-Braille or Braille instruction or orientation and mobility training.
Special Education Records

Parents of children enrolled in special education should hand-carry all pertinent school and medical documents to include their children's Individualized Education Program (IEP) and current testing and evaluation reports.

If your child requires specialized equipment (for example large print books, an FM trainer, or Braille services) contact the Area Special Education Coordinator in Wiesbaden, Germany.

Contacts

_DoDDS-Europe, Wiesbaden, Germany_
_Special Education Coordinator_
_Office of the Deputy Director, DoDDS-Europe_
_Unit 29649, Box 7000_
_APO AE 09096_

011-49-611-380-7219
Fax: 011-49-611-380-7575
Email

_Mediterranean District_
_Superintendent of Schools_
_Unit 31401 Box 11_
_APO AE 09630_

DSN: 314-634-8460
011-39 0444 51 8503
Fax: 011-39-0444-302-541
Email
Health Care - Overview

Moving With TRICARE

Your TRICARE coverage is completely portable—meaning it moves with you. You’re covered worldwide—both in transit to your new duty location and once you arrive—but depending on where you go you may use a different TRICARE health plan option. Additionally, you may have different steps depending on which health plan option you are using now.

When Enrolled in a TRICARE Prime Option

The TRICARE Prime options include TRICARE Prime and TRICARE Prime Remote in the United States, and TRICARE Prime Overseas and TRICARE Global Remote Overseas in regions outside of the United States. Follow these simple steps to ensure you have no break in coverage when you move.

1. Do not disenroll from your TRICARE Prime option before you move.
2. Once you arrive at your new location, update your personal information in the Defense Enrollment Eligibility Reporting System (DEERS) immediately.
3. Select a new primary care manager (PCM), when moving within the same region or submit a new Prime enrollment form within 30 days if you’re moving to a new region.

Where you are moving will determine which Prime option you will enroll in.

Prime Options in the United States

TRICARE Prime

TRICARE Prime is offered in Prime service areas—geographic areas typically located around a military treatment facility—throughout the country.

- North Region Health Net Federal Services, Inc., 1-877-TRICARE (1-877-874 2273)
- South Region Humana Military Healthcare Services, Inc. 1-800444-5445
- West Region TriWest Healthcare Alliance 1-888-TRIWEST (1-888-874-9378)

If you move to a new Prime service area, transfer your enrollment by submitting a TRICARE Prime Enrollment and PCM Change Form to your regional contractor. Be sure to include all family members who wish to use Prime on the form.

TRICARE Prime Remote

In non-Prime service areas, TRICARE offers TRICARE Prime Remote. To enroll, submit a TRICARE Prime Enrollment and PCM Change Form to your regional contractor. Any TRICARE-eligible family members living with you in a TRICARE Prime Remote area can enroll in TRICARE Prime Remote for Active Duty Family Members. Be sure to include them on the enrollment form.

Prime Options Outside of the United States

TRICARE Prime Overseas

TRICARE Prime Overseas is offered in overseas areas where there are military treatment facilities or areas in which TRICARE has established a network of qualified host nation providers.

- TRICARE Eurasia-Africa Toll free: 1-888-777-8343; Commercial 011-49-6302-67-7432; DSN 314-496-7432 Fax Numbers: Commercial 011-49-6302-67-6374; DSN 314-496-6374 or e-mail
- TRICARE Pacific Toll free: 1-888-777-8343; Commercial 011-81-6117-43-2036; DSN: 643-2036; Remote Sites: 011-65-6-338-9277 Fax Numbers: Commercial 011-81-611-743-2037; DSN: 643-2037 or e-mail
- TRICARE Latin America & Canada (TLAC) Address: TAO-LAC, Bldg 38802, Ft Gordon GA 30905-5650; Toll free 1-888-777-8343; 1-706-787-2424; DSN: 773-2424 Fax Number 1-706-787-3024 or e-mail

If you move to an area in which TRICARE Prime Overseas is offered, transfer your enrollment by submitting a TRICARE Prime Enrollment Form to the nearest TRICARE Service Center. Command-sponsored family members who reside with you are eligible for TRICARE Prime Overseas. Be sure to include all family members who wish to use TRICARE Prime Overseas on the form.
TRICARE Global Remote Overseas

TRICARE Global Remote Overseas is a Prime option offered in designated remote overseas locations. If you move to an area in which TRICARE Global Remote Overseas is offered, you and any authorized family members living with you may enroll by submitting a TRICARE Prime Enrollment Form to the nearest TRICARE Service Center.

Before you move to another overseas area or to an area within the United States, contact the nearest TRICARE Service Center. Then, when you arrive in your new area, transfer your enrollment.

When Using TRICARE Standard and Extra

TRICARE Standard and Extra are available to family members only. Active duty service members are required to enroll in one of the Prime options described above.

TRICARE Standard and Extra are available throughout the United States and enrollment is not required. Any active duty family member who is registered in DEERS may use these programs by seeing any network or non-network providers that are authorized by TRICARE. In areas outside of the United States, active duty family members who don’t want to use a Prime option may use TRICARE Standard Overseas by seeing qualified host nation provider.

If you’re already using TRICARE Standard and Extra, moving is easy.

1. Once you arrive at your new location, update your personal information in the Defense Enrollment Eligibility Reporting System (DEERS) immediately.
2. Then, find TRICARE-authorized providers in your new area.

Here are a few things to remember about using TRICARE Standard and Extra in a new region

• In the U.S.: Visit your new regional contractor’s Web site for a list of providers. Remember, if you see network providers, you’ll be using the Extra option and pay lower copayments.
• Outside of the U.S.: Contact your TRICARE Service Center for help locating a qualified host nation provider. The TRICARE Extra option is not available in overseas areas.
• If you move to a new region, you’ll have a new claims address for submitting your TRICARE claims.
• Learn your new region’s prior authorization requirements because these requirements can differ by region.

When Using TRICARE For Life

TRICARE For Life—TRICARE’s coverage for those who are eligible for Medicare—requires no enrollment and you’ll have a smooth transition when you move. TRICARE for Life contact information: WPS TRICARE For Life, P.O. Box 7889, Madison, WI 53707-7889; 1-866-773-0404; TDD 1-866-773-0405

• Once you arrive at your new location, update your personal information in the Defense Enrollment Eligibility Reporting System (DEERS) immediately.
• Find Medicare providers in your new area.

If you move overseas, your TRICARE For Life coverage may change depending on where you move. In U.S. Territories such as Guam, Puerto Rico and the U.S. Virgin Islands, TRICARE For Life coverage works the same as the stateside program. But, in all other overseas locations, TRICARE For Life Overseas works differently because Medicare does not provide coverage in most overseas locations. Therefore, TRICARE is the primary payer. You can get care from any host nation provider and you will be responsible for TRICARE deductibles and cost shares.

Contact the TRICARE Area Office for the overseas area where you are moving or the nearest American Embassy Health Unit for assistance finding a host nation provider.

Getting Care Along the Way

• Routine Medical and Dental Care—Get it before you go.

Before you move, make sure you've received any routine medical or dental care you think you might need during the time you'll be traveling. Or, delay the care until you get to your new duty location.
• Emergency Care in the United States—Call 911 or go to the nearest emergency room.

TRICARE defines emergency care as medical services provided for a sudden or unexpected medical or psychiatric condition, or the sudden worsening of a chronic (ongoing) condition that is threatening to life, limb, or sight and needs immediate medical treatment, or which has painful symptoms that need immediate relief to stop suffering. If you’re traveling near a military treatment facility (MTF), you should go to the MTF or military dental treatment facility for emergency services. If you are hospitalized in a civilian facility for more than 24 hours, contact your regional contractor.

• Urgent care in the United States—Coordinate with your PCM and/or regional contractor

TRICARE defines urgent care as medical care for a condition that will not result in disability or death if not treated immediately but should be treated within 24 hours to avoid further complications. If you are in a Prime program, you must coordinate urgent care with your primary care manager and/or regional contractor before receiving care. If you are in TRICARE Standard and Extra or TRICARE For Life, you can receive care as you normally would. You should, however, contact your contractor as soon as possible to coordinate any prior authorizations that are needed.

• Emergency or Urgent care Overseas—Contact closest TRICARE Area Office or TRICARE Global Remote Call Center.

You don’t need prior authorization for emergency or urgent care but the TRICARE Area Office or TRICARE Global Remote Call Center will help you find the best care available in the overseas area in which you are traveling.

**Filling Prescriptions on the Road**

You should have all your prescriptions filled before you leave, but if you need a prescription filled while you’re traveling in the United States, you have several options:

• If near an MTF, fill the prescription at the MTF pharmacy.
• Find the closest TRICARE network pharmacy.
• If a network pharmacy is not available, you can visit a non-network pharmacy. In this case, you may have to pay up front for your medications and file a claim with Express Scripts, Inc., for reimbursement. For more details, visit the [TRICARE web site](#).
• The mail-order option is not recommended for a prescription you need right away, but if you’ll be traveling for a long time, you can arrange for any regular prescriptions to be filled via the mail-order pharmacy.

Your pharmacy coverage is limited overseas:

• TRICARE network pharmacies are only located in the United States, Puerto Rico, Guam and the U.S. Virgin Islands. You can have prescriptions filled at host-nation pharmacies, if necessary. Host-nation pharmacies are treated the same as non-network pharmacies. If you have prescriptions filled at a host-nation pharmacy, you should expect to pay for the total amount up front and file a claim with Wisconsin Physicians Service for partial reimbursement. To learn more about pharmacy claims, visit the [TRICARE web site](#).
• To use the mail-order pharmacy overseas, the prescription must be from a U.S. licensed provider and you must have an APO or FPO address.

**If You Have Questions**

Your regional contractors and TRICARE Area Offices are available to answer your questions. These offices are listed above. Find even more information about moving, updating DEERS, the TRICARE regions and much more at the [TRICARE web site](#).

**Installation Specific Information**

**Installation Hospital**

The U.S. Naval Hospital, Sigonella, is a three level, 98,000 square foot hospital. It is a major quality-of-life improvement for the community, providing readily available obstetrics/gynecology and orthopedic care. Prior to opening in 1993, members were flown from the island for treatment elsewhere.

Medical facilities are also available on NAS II at the flight line clinic for active duty personnel and for occupational health care needs. Medical services there are limited to outpatient care such as sick-call, physical examinations, aviation medicine and limited emergency services on both a walk-in and appointment basis.
Active duty service members, DoD contractors, and their families can access medical and dental services at the hospital. The nearest emergency room is at the hospital on NAS 1.

*Dental services for active duty service members take priority over DoD contractors, their families, and active duty family members.

Pharmacy

Prescription drugs can sometimes be difficult to obtain overseas. Those taking prescription medications should obtain the maximum quantity allowed from their Primary Care Manager (PCM) before transferring overseas. Upon arrival at Sigonella, verify the availability of the prescription with the pharmacy to ensure resupply. You may contact the pharmacy before leaving to ensure the medication is a formulary item. Medications not on formulary may require the patient or sponsor to utilize the National Mail Order Pharmacy.

Overseas Screening

Any person with extensive or pre-existing medical problems who require specialty care not available locally should not transfer to Sigonella. Overseas screening must be completed well before your potential transfer. For more information you should contact the Overseas Coordinator at your nearest medical facility.

Those wearing contact lenses are strongly urged to bring at least one set of backup lenses and a current prescription pair of glasses due to possible irritation from Mount Etna's volcanic dust. Respiratory conditions such as asthma, bronchitis, pneumonia or allergies to dusts, hay fever or chronic sinusitis are often aggravated by the volcanic dust.
Child and Youth Programs

General Information

The Department of Defense (DoD) and the Military Services take great pride in the variety and quality of services provided to children and youth on installations worldwide. While the services provided depend on the size of the location, the standards and quality of services are consistent and meet established regulations. The network has hundreds of locations worldwide serving over 1.3 million children.

Child Development Centers (CDC)

These facilities generally offer child care for children ages six weeks to 5 years old. Care is typically available weekdays from 6:00 a.m. to 6:00 p.m. CDCs vary in size; the average CDC cares for about 200 children. All programs must be certified by the DoD and accredited by a national accrediting body such as the National Association for the Education of Young Children.

In-Home Childcare

With in-home childcare, children receive their care in the private home of a certified provider living in government-owned or leased housing or in state-licensed homes in the community. Family child care provides accommodating child care arrangements, including night, weekend, and flexible hourly care for shift work.

In-home childcare programs offer comparable care to a CDC. Providers must be certified by the DoD, and some seek additional accreditation from the National Association of Family Child Care (NAFCC). Regulations limit the number of children that may be cared for at one time: no more than six children under age eight, and no more than two charges under two years old.

School-age care (SAC)

DoD School-Age Care (SAC) programs are offered for children, kindergarten to 12 years of age before and/or after school, during holidays, and summer vacations. Emphasis is placed on SAC programs which meet community needs, reinforce family values, and promote the cognitive, social, emotional, and physical development of children. SAC may be provided in DoD Youth Centers, Child Development Centers or other suitable facilities. To expand school-age care spaces, DoD policy encourages use of youth centers; on-and off-base schools, and other suitable facilities such as community centers. Accreditation of DoD SAC programs is a requirement. Accreditation sets the professional standards for after school programs and helps families identify high-quality programs.

Waiting List

Due to a high demand for care, you may be placed on a wait list. Your position on the wait list depends on many factors that are at the discretion of the installation and may include your spouse's military status, the date you apply, deployment and your employment. If these factors change while you are on the wait list, your position will be changed accordingly, so it is important that you keep your information up-to-date.

Child care is not an entitlement, and fees are income-based. Fees throughout the child development system of care fall into fee ranges set by DoD.

To apply for child care, fill out DD Form 2652, Application for Department of Defense Child Care Fees and DD Form 2606, the Department of Defense Child Development Program Request for Care Record and return them to the Resource and Referral (R&R) office at your installation.

Youth Programs

The Department of Defense has a long history of providing positive youth programs that focus on alternative activities for youth during out-of-school hours. Today, DoD continues to be committed to youth by providing consistent guidance and stable and dynamic programs in more than 350 youth programs worldwide. DoD promotes positive youth development by designing programs to recognize the achievements of youth and by developing partnerships with other youth-serving organizations like the Boys & Girls Clubs of America and 4-H that offer a variety of resources. Programs for teens and pre-teens vary from one base to another, but are governed by a consistent DoD instruction. Programs prepare young people to meet the challenges of adolescence and adulthood through a coordinated, progressive series of activities and experiences that help them become socially, emotionally, physically and cognitively competent. Programs usually include physical fitness and sports, arts and recreation, training in leadership, life skills and career/volunteer opportunities, mentoring, intervention and support services.
Child Care

Child Development Centers (CDC)

The NAS Sigonella Child Development Centers offer quality care and activities for children 6 weeks to 6 years of age. The center has earned accreditation by the National Association for the Education of Young Children. The phone number for the center is 314-624-3736.

*Hours of Operation* -- The CDC is open Monday through Friday, 6:00 am - 5:30 pm.

*Programs Offered*

The Child Development Centers offer a variety of programs. Full-time and hourly care is available for ages six weeks to six years. A pre-school program (two-and-a-half hours a day/two-to-three days a week) is offered for three and four year olds.

*Eligibility, Registration, and Priority*

In order to be eligible for childcare at the CDC, there must be proof of income from at least one parent such as a LES or paycheck stub and you must bring it for registration. Registration for childcare is done through a Request for Childcare form available at the CDC. Priority for childcare is on a three-tier system. Dual and single military parents get first priority. Military members with a working spouse get second priority for childcare. Then, DoD contractors get third priority.

*Costs*

The Military Child Care Act of 1989 requires standard fees for all military child care centers. Fees based on total family income are adjusted annually to reflect inflation, and apply to all children who attend on a regular basis. See your present CDC for part-time, preschool and kindergarten rates. Rates for the CDC and CDH are the same.

*Waiting list*

Waiting times vary depending on the age group.

*Respite Care*

Respite care is not available.

Child Development Homes (CDH)/ Family Child Care (FCC)

The CDH program offers quality child care at MWR certified Child Development Homes in military housing. The CDH home care program offers a safe, family atmosphere with developmentally appropriate activities for infants, toddlers and school-aged children 6 weeks to 12 years of age. Providers offer full-time, part-time, drop-in and extended hourly care. Providers are entitled to develop a fee scale.

The CDH program places priority on operating standards, staff training, personal qualifications and background screening. Homes are inspected quarterly by Preventive Medicine, Fire/Safety Inspector and monthly by CDH Director or monitor.

A listing of certified care providers is available at the CDC. Those interested in starting a Child Development Home may contact the CDC for information. Phone Number: (on base) 314-624-3710 (off base) 095-56-3710.

School Age Care (SAC)

The SAC program for school aged children, 6-12 years of age, provides quality care before and after school, as well as a full-day camp during the winter, spring and summer breaks. The SAC program is aligned with the Boys and Girls Clubs of America. SAC is a MWR program, located in Building 318 on NAS I, adjacent to the DOD School on Halsey Road. The goal of SAC is to introduce children to wholesome recreational activities and to the pleasure of Sicily's beautiful outdoors. Activities include storytelling, sports, arts and crafts, roller skating, bowling, swimming, field trips, special guests and special events. Children are divided into age groups. During the school year, SAC is a Before/After school recreational program. Students are escorted to and from the elementary school.
**Hours of Operation**

When school is in session, the SAC program is offered Monday thru Friday: 6:00 am - 7:20 am and 2:30pm - 5:30pm. Saturday and Sunday the program is closed. During the school vacations, excluding federal holidays, Camp SAC is a full day recreation program.
Youth Services

Child And Teen Services - Youth Centers

Youth Activities Center

Located on NAS I and can be reached by calling 314-624-3712, or 095-56-3712. Hours at the Pre-Teen Club are Monday through Friday, 2:30pm - 5:30pm; Saturday and Sunday, closed.

The Youth Activities Center offers a wide variety of programs and events for kids ages 6-12 years.

For ages 6-9 years, The program provides quality care before and after school, as well as a full-day camp during the winter, spring and summer breaks. Once a month, "Parents Night Out" offers extended childcare until 11pm. Aligned with the Boys and Girls Clubs of America, the Youth Activities program is able to offer special events and clubs like the Torch Club for pre-teens, Project Learn for educational enrichment and much more.

The Pre-Teen Club provides social activities for 10-12 year olds throughout the year. Youth Sports is a yearlong program with soccer, basketball, cheerleading, baseball, t-ball and swim team for ages 5-14 year olds. Leisure Activities are also offered through the Youth Activities Center with music lessons for kids and adults.

Teen Center

Located on NAS I, while some activities are offered at Mineo Rec Center as well. They can be reached by calling 314-624-4018 or 095-56-4018. Hours are Monday thru Thursday 10:30am - 12pm & 2pm - 6pm Friday 10:30am - 12pm & 2pm - 9pm; Saturday 12pm - 9pm and Sunday, closed.

Sigonella teens have their own place to hang out with movies, video games, music, Internet access, a basketball court, snack bar and more all at the Teen Center. Regularly scheduled day trips, dine outs, dances and other events are offered each month.

Youth Sports

Aligned with the Boys & Girls Clubs of America, the Teen Center offers special programs like the Nike Swoosh Club for sports-minded teens and the Teen Supreme Keystone Club to build leadership skills.

Youth Employment

Teens can find employment at the local commissary and with some MWR programs.
New Parent Support Program

Navy New Parent Support Home Visitation Program

About Our Program for Expectant Parents and Parents of children ages 0 to 3

New Parent Support Home Visitation Program (NPSHVP) is an early-intervention service to families designed to foster healthy child development, specifically for families that are expecting or have children up to 3 years of age.

The Navy NPSHVP is based on the Nurturing Parenting Program ©. This program is family-centered and is responsive to the unique strengths and needs of each military family. Families that are experiencing challenges with the fast paced military lifestyle can benefit from the NPSHVP Nurturing Parenting Program. Parents learn from an evidence based, tested and proven program that assist you with a variety of topics and issues, including:

- Bonding with your new baby or toddler
- Understanding the developmental stages that your child is going through
- Alternative ways to discipline your children
- The importance of Nurturing Touch
- Learning about family roles
- Learning about how children master new skills
- Learning what you should expect from your little one

Parenting can be fun! Childhood is a special time of watching a young life grow, explore and find excitement in many things. In this program you will experience fun, closeness and enjoyment in growing together. Your Home Visitor will assess your family, so that sessions are tailor made to fit your interest and your child's needs. Parents and their children receive a sequence of lessons and activities in home-based sessions. The Home Visitor works with you, promoting positive parent-child relationships between you and your child, improving your parent knowledge and skills, and fosters healthy child development. Our program partners closely with other key community services, such as community health agencies, hospitals, social workers and educators to provide a rich and comprehensive resource base to our NPSHVP families.

About NPSHVP Home Visitors

The Navy New Parent Support Home Visitor team is composed of educators with experience in the field of maternal/child health, child development or public health child development backgrounds. Home Visitors have a bachelors or equivalent degree in education, nursing or social service related studies and often have additional training beyond the stated requirements. All Home Visitors, in accordance with DODINST 1402.5 and PERS letter 1754 Ser 660/173, who have regular contact alone with children under the age of 18 undergo a criminal history background check.

All Home Visitors have been trained to deliver the Nurturing Parenting Program ©. This program has been empirically proven to help new parents learn positive and fun strategies that make families successful. The author and creator of this program, Stephen Bavolek, Ph.D. has consulted with the United States Navy New Parent Support Home Visitation Program to develop materials and information that is relevant to today's military family. Dr. Bavolek personally teaches the Navy Home Visitors the Nurturing Parenting Program philosophy and program implementation so that Home Visitors can best serve military families.

Who is eligible?

Eligibility for this program is determined by the Service member or family member being eligible to receive treatment in a Military Medical Treatment Facility. First priority is given to families with a deployed active duty member. Every service member/family member who is expecting a child or is the parent of children ages zero to three can be screened and assessed for NPSHVP services.

How to Get Started in the Program

Contact your local Fleet and Family Support Center (FFSC) to inquire about Home Visitation or related resources in your area. If a Home Visitor is available in your area, the Home Visitor will screen your family and determine what resources would be the best fit for your family. If a Home Visitor is not available, the FFSC will provide you with information and referral resources in your community that offer support to new parents.

Installation Specific Information
NPS services are available to expectant parents, both single and married, and parents of children from birth to five years of age. Participation is strictly on a voluntary basis. A home visitation schedule is set up with a provider to evaluate and meet parent/child needs. Home visitors have backgrounds in maternal/child health, child development, public health, nursing or social work. Here in Sigonella, we have over 35 years of nursing experience available through the program.

The New Parent Support Program's goals for participant families are to promote healthy family functioning and positive parent-child interaction, increase parents' awareness of positive parenting, promote healthy childhood growth and development, increase parents' coping skills regarding the addition of a new child to the family, improve prenatal care through referral to services and health related education and to increase parents' awareness of and access to military community resources available for families. Home visits and one-on-one sessions are geared towards meeting these goals by providing some extra support while raising a family away from traditional resources.

We accomplish this through informative classes, support groups, hospitals, and individualized home visits, office appointments, supportive telephone calls, and a large book and video lending library. We currently offer Daddy Boot Camp for new and experienced dads to be.

If you are interested in enrolling in the New Parent Support Program, or you have any additional questions, please contact the Fleet and Family Support Center at DSN 314-624-4291.
Family Center

Programs and Services

A key resource on your installation and a gateway to accessing all of the resources available to you, the Fleet and Family Support Center provides information, support and services to help you balance the demands of family and the military lifestyle. The Fleet and Family Support Center is one part of the overall installation family support system, which is the network of agencies, programs, services, partnerships and individuals that supports your personal and family life readiness, mobilization and deployment readiness, and mobility and economic readiness. The Fleet and Family Support Center should be one of your first stops upon arriving at an installation; its programs and services will be an important resource for you and your family.

Deployment/Individual Augmentee Support - We will assist during all phases of the deployment cycle, providing workshops, online and virtual support groups, deployment handbooks, family preparedness seminars and much more. During the deployment, we'll help your family cope with the challenges of extended absences and connect them with resources to ease the burden of family separation. Upon return from deployment, we offer return, reunion, and reintegration seminars to help transition from deployment to homecoming.

Relocation Assistance - From "Smooth Move" workshops to household hospitality kits, we can provide information, referral, resources and tools to make your permanent change of station (PCS) moves efficient and simple. Services include a loan closet from which families may borrow basic household goods; assistance with in-transit emergencies; classes on move-related topics such as buying or selling homes; and individual PCS planning, among others.

Transition Assistance - Leaving the Navy may involve a total lifestyle change. We host the U.S. Department of Labor-sponsored Transition Assistance Program (TAP) Employment Workshop for sailors planning to leave the Navy or retire. These information-packed workshops are designed to provide you with the skills and knowledge necessary to plan and execute a successful transition. The Department of Veterans Affairs (VA) presentation on VA benefits is also included.

Personal Financial Management - A program to assist you in developing a personal and/or family financial management plan. Our trained personal financial fitness staff can help you analyze your finances. You can learn more about setting priorities, creating budgets, debt liquidation, Thrift Savings Plan, consumer and credit issues, and predatory lending. We'll help you set a course for financial independence and guide you through your journey of becoming a Million Dollar Sailor. The FFSC staff is a centralized training source for command financial specialists.

Employment Assistance - The training, information, and personalized career coaching will help you identify and reach your employment and career development goals, manage the challenges associated with a mobile lifestyle and develop job search skills. Our network with local employers can have you climbing the ladder of success. Employment assistance professionals can assist with a wide variety of family employment issues.

Life Skills - We offer proactive workshops to enhance and assist with balancing your personal and professional life. This program provides you with information and education about a variety of life cycle issues, including parenting and relationships to help you strengthen your relationships.

Information and Referral - An integral function of the family center, information and referral services can assist you in locating needed services and programs available on your installation, through civilian agencies in the local community, and via national resources.

Ombudsman - The morale, health, welfare and efficiency of command personnel are the responsibility of the Commanding Officer. The Command Ombudsman acts as a liaison between the command and its families. Our highly-trained Ombudsmen help provide you with information necessary to meet the unique challenges of a military lifestyle.

Family centers may also provide other services, such as Counseling, Family Advocacy, New Parent Support, Sexual Assault Prevention and Response (SAPR), Volunteer and exceptional family member support. Services vary by location.

Installation Specific Information

In addition to the programs above, the FFSC Sigonella has an extensive support system which includes the following programs:

Clinical Assistance

Licensed clinical social workers and a child psychologist provide individual, marital and family counseling to adults and children. Many of the programs offered are designed to respond to the problems that military members and their families experience in an overseas location.
Workshops Include:

• Pre-Marriage
• Stress Management
• Anger Management Briefings to Commands
• Suicide Prevention Awareness

**Family Advocacy Program**

The Family Advocacy Program (FAP) is a Department of Defense line-managed, multi-disciplinary program which addresses the prevention, education, intervention, assessment, and treatment of spouse abuse, child physical and emotional abuse, child neglect, and child sexual abuse. The Fleet and Family Support Center offers awareness and prevention programs to commands, childcare providers, individuals, couples, families and community groups on issues of domestic violence, child abuse and neglect, and child sexual abuse.

**Intercultural Relations (ICR)**

Have you been assigned to Sicily? Are you concerned about having to face the diversities of the new environment—differences in language, customs, and values? This and more will be covered by Intercultural Relations for Newcomers (ICR), a three-day course offered by the Fleet and Family Support Center. Intercultural Relations (ICR) also conducts weekly classes on culture specific information along with hands-on experience and cross-cultural training. ICR classes include topics such as history, geography, day-to-day living, Cross-cultural training involves self awareness, stereotypes, perception, values, behaviors, and beliefs, and culture shock.

• Cultural Differences Training
• Public Transportation Class
• Cultural Differences/ Welcome to the USA
• Intercultural Relations in the Workplace

**SAPR Program**

The goal of the SAPR program is to eliminate sexual assault incidents that impact Department of the Navy personnel, their family members, and military civilian employees. The SAPR Advocate provides victims of sexual assault with professionally trained volunteer advocates 24 hrs around the clock, who provide information and emotional support, and help guide victims through the various medical, legal and investigative processes with a goal of minimizing the “re-victimization” of sexual assault victims.

• General Military Education
• Education & Training of SAPR Advocates
• Sexual Assault Awareness
• Sensitivity Training
• Risk Reduction Training
• Victim Advocacy Training
• Referrals to community/military resources

If you have any additional questions, please contact the Fleet and Family Support Center at DSN 314-624-4291.
Employment - Overview

Employment Options

There are possibilities for employment in Sigonella although job fields are limited. The various positions are throughout the Sigonella community and announcements can be found at HRO. Because of the Status of Forces Agreement (SOFA), you will have to work on base and are not permitted to work on the economy. There are opportunities for career development. Non-U.S. citizens, who are not Italian Nationals, have the lowest priority for employment and should not expect to find employment. You should contact HRO or FERP for more information.

On average, it can take three to 6 months to find employment. Therefore, unique situations requiring dual incomes should anticipate savings enough for the supplemental income. Family members with well developed careers may take a reduction in salary. See OPM pay tables for more information. Some professionals in the nursing, dental, legal, teaching and administrative fields may have opportunities to work as volunteers to keep their resume and skills current.

According to the SOFA, non European Union family members are not authorized to work or conduct business outside the confines of the Sigonella military installation. Family members seeking to start a business may not compete with the Navy Exchange or Morale Welfare and Recreation facilities although home businesses must be approved by the chain of command up to the installation Commander.

MWR has customer service, food service and seasonal employment. Navy Exchange has a variety of full-time, part-time and temporary positions in retail, security, clinical, contractors, HRO, warehouse and food service.

Employment Documentation

It is important to hand carry all important employment records and documents. If applying for a position, you must pay attention to all documentation required.

Unemployment Benefits

Not available overseas.

Transition Assistance

The Fleet and Family Support Center offers workshops and counseling on the all aspects of transition. The Transition Assistance Program offers courses designed for servicemembers and spouses who would like to learn more about job search strategies, interviewing techniques, the federal employment system and other transition assistance.

Tuition Assistance

The Navy Marine Corps Relief Society offers Spouse Tuition Assistance (STAP) on a needs based system to help eligible spouses pursue their academic goals by providing a source of education financing.

MyCAA

For information on MyCAA and Military Spouse Education and Career Opportunities, visit Military OneSource.
Relocation Assistance

Programs and Services

While moving is always stressful, your stress can be drastically reduced if you take full advantage of the information, education, and personal assistance provided to you by the Relocation Program. This is the place to find answers and get referral to other installation resources as well as assistance with in-transit emergencies. The most important thing you can do to ensure a smooth move is to start planning early using the many Relocation Assistance program services and tools available.

Individual PCS Planning -- Most relocation programs offer one-on-one consultation for anyone needing assistance. In particular those making their first military move, first overseas move, or those with challenging and complex situations such as special needs family members or financial problems should call the Relocation Program for an appointment.

Military Installations and Plan My Move -- For managing and planning your move, use these two DoD sponsored web-based relocation tools with information on over 250 installations worldwide. You can estimate expenses, find the forms necessary for housing and household goods, keep a calendar of events and take other necessary actions to ensure a successful move.

Loan Closet -- Basic household goods items are available to borrow while waiting for your personal property pre-departure or upon arrival. The typical items in stock include: pots and pans, dishes, silverware, irons, ironing boards, portacribs, high chairs, and infant/toddler car seats. Generally, towels and bed linens are not available, so these should be packed in your hold baggage.

Workshops and Briefings -- The classes offered vary from installation to installation but you can generally find classes on buying, selling and renting smart, budgeting and finance, moving with children, general moving preparation and many other moving related topics.

Pre-departure Briefings -- Sometimes called Smooth Move or PCS Briefings, you and your spouse will want to attend for sure. These briefings provide essential information that can prevent you from making uninformed and costly decisions before your move.

Settling-in Services -- These may include welcome wagon services, local area tours with childcare often provided, or basic household items to use until your goods arrive. Overseas arrival services may include introductory language classes and cultural awareness training.

Deployment Support -- The Family Center assists unit family readiness groups and Ombudsman programs during the entire deployment cycle. Support includes services for special needs, classes on deployment preparation, managing finances, helping children adjust, family separation, return and reunion, and information on resources available locally and on-line.

Foreign Born Spouse Support -- Whether your question concerns immigration and naturalization, learning the English language or how to take local transportation, the Relocation Program provides assistance, classes and referrals.

Emergency Assistance -- From time-to-time emergencies occur while moving, the Relocation Program office has the resources to provide emergency financial assistance and referrals.

Transition Assistance -- This is a mandatory program available to assist personnel and family members when they separate from the military. The Relocation Assistance office will establish your individual transition plan and refer you to all the installation and community resources necessary to complete a successful transition.

Installation Specific Information

Upon arrival in Sigonella, you will attend an indoctrination program called "INDOC/ICR". You must file your travel claim prior to attending INDOC/ICR. In processing takes place every Tuesday. Have your sponsor take you to the PSD Building on NAS 2 on the FIRST Tuesday that you are in country. Be sure you bring all travel expense receipts, orders, and other applicable papers with you when you check-in.

If you are arriving with children be sure that your sponsor has informed the child development center two weeks prior to your arrival. Childcare is will be paid for while you and your spouse attend the INDOC program. You will start INDOC on Wednesday at 9 am in the INDOC classroom in the Hoffpauir Administrative Center Bldg. 319 on Naval Air Station 1(NAS). Duty uniform is the uniform of the day during INDOC.
The Navy-Marine Corps Relief Society operates a thrift shop (The Nearly New Shop) on NAS I. It is a good resource for incoming personnel. Inexpensive household goods, such as towels, blankets, seasonal clothing, infant furniture and equipment, are usually available for a reasonable price.

If you are arriving at Sigonella in early fall or winter your express shipment should include winter clothes and blankets/comforters. Average winter temperatures vary between 40 degrees to 55 degrees. Temperatures can drop into the high 20's on rare occasions. A waterproof windbreaker is a must. Downpours are common during the winter months, along with driving wind that will happily turn your umbrella inside out! A waterproof windbreaker is a must. Sicilian homes can be chilly and damp during the winter.

Your express shipment should include things for your comfort, while in housing awaiting the remainder of your household goods. Your household goods will require at least 60 days for delivery to Sicily from almost anywhere. Some shipments take 120 days to arrive. It is not common but it does happen. Plan for it by sending the next season's clothes, shoes and underclothes, sporting goods, swim wear, different toys, fans or heaters, cookware and dishes, towels, blankets, reading lamps, small electrical appliances, several months supply of special hair and eye care products or cosmetics, and a point of contact who will forward supplies to you.

If you are arriving with pets, ask your sponsor to have some pet food available in your housing. Most brands of pet food are available here. Another consideration, some TLAs, landlords and some base housing do not allow pets. You will have to pay for the shipment of your pet. It costs much less to ship pets if they travel with you.

When you move into your new home, Housing will supply you with Loaner Furniture until your Household shipment arrives. Housing does supply appliances such as washers, dryers and refrigerators for your use throughout your tour here, so it is not necessary to ship appliances. This statement warrants repeating, Housing does supply appliances such as washers, dryers and refrigerators for your use throughout your tour here, so it is not necessary to ship appliances.
Loan Closet

**Items Available**

The Loan Locker is located in the Fleet and Family Support Center. Personnel may sign out a Hospitality Kit which contains: kitchen ware, table ware, toaster and coffee maker. Also available are irons and ironing boards.

Families will need to send bath towels, bedding and flat sheets in their express baggage so as to be available for their use when they arrive. Housing will have temporary furniture in place until the families own furniture arrives.

Furniture is European specification (metric), that is, mattresses are shorter, wider, and thinner than American (inches). Flat sheets will fit better.

**How to Borrow**

Active duty service members, DoD contractors, and their families can check-out a hospitality kit for free for 30 days. Check-out is on a walk-in basis. Inquire at the FFSC, 8:00 a.m. to 4:00 p.m. work days.
Financial Assistance

Personal Financial Management

A FFSC program to assist you in developing a personal and/or family financial management plan. Our trained personal financial fitness staff can help you analyze your finances. You can learn more about setting priorities, creating budgets, debt liquidation, Thrift Savings Plan, consumer and credit issues, and predatory lending. We'll help you set a course for financial independence and guide you through your journey of becoming a Million Dollar Sailor. The FFSC staff is a centralized training source for command financial specialists which are also a resource through your command.

Cost of Living

Cost of living is higher that most US locations. Housing options on the economy are apartments and homes/villas. The average rent for a house/villa is €1200 while the average for a apartment is about €650. You can also expect to pay just over $670 for gas, electricity, and phone in an house/villa whereas, you would pay just under $350 a month in an apartment. Please see the Per Diem, Travel, and Transportation Allowance Committee's website for particular COLA allowances for this area.

Temporary Housing and Lodging

Please see the Housing Overview regarding this information.

Advance Pay

It is highly recommended that you see a PFM or CFS before drawing advance pay. You should not seek advance pay unless you are in a unique situation. Remember, advance pay must be repaid and that could induce financial stress after you arrive.

Car Insurance

Car insurance premiums may cost from $500-2000 depending on the coverage, year, and make of your car. Most personnel reporting to Europe may be able to get substantial savings on their automobile insurance premium if they have a claim free period of a least one to three years. Not all insurance companies in Italy have this policy, but to take advantage of this discount, you must have a letter in hand from your previous insurance company before coming here, stating the period of time that you have been claim free. This must be done on your initial application for insurance and in most cases, the discount will not be retroactive.
Emergency Assistance

Emergency Assistance

Navy Marine Corps Relief Society

The NMCRS is available to assist with financial emergencies by providing interest-free loans. Additionally, NMCRS maintains a thrift shop on base. Please visit the [NMCRS website](#) for more information.

American Red Cross

There is an American Red Cross aboard the installation. They are available to assist with service members, DoD contractors, and their families with receiving messages if a family emergency should arise. However, it is the responsibility of the command to assist with transportation support if they need to go home.

Information & Referral

The FFSC’s Information and Referral Program is available to assist with any information about the availability and access of services on the community.

Salvation Army

There are no Salvation Army Services aboard the installation.

Important Phone Information

- For in transit assistance you may call the Quarter Deck at DSN 312 624-5248.
- For commercial from the States dial 011 39-86-5248. You can call this number 24 hours a day.
- For emergency assistance from within the local area (off base) dial 095-565225 or 095-56-117.
- Dial (from off base) 095-56-114 for Security and from on base dial 625-5225 or 117 or 114.
- For medical assistance from on base dial 116.
Legal Assistance

Legal Services

The purpose of the Naval Legal Service Office is to provide quality legal assistance and defense counsel services.

DEFENSE: Defense services includes representation at Special and General Courts martial and administrative separation boards. We also provide advice individual service members who are the subject of an investigation, referred to Captain's Mast, would like to file a grievance against their command, and have other concerns relating to administrative or disciplinary proceedings against them. These services are available to Department of Defense (DoD) active duty and reserve personnel, whenever required by law or regulation and authorized by the Judge Advocate General (JAG). To schedule an appointment, please call Naval Legal Service Office at DSN: 314-624-2991 or walk-ins visits are accepted at building 564 on NAS II, Monday through Friday from 9:00 a.m. to noon.

LEGAL ASSISTANCE: A legal assistance appointment is a dedicated, personal consultation with an attorney. This service is provided BY APPOINTMENT ONLY and is available to active duty service members, their dependants; state-side hire civilian employees stationed overseas, retirees, and activated reservists.

Generally, legal assistance appointments are appropriate for the following issues: family law (divorce, paternity, child support, child custody, etc...); estate law and planning (wills, trusts, etc...); consumer law, creditor/debtor issues; tort law; immigration law; military benefits; deployment readiness (health care powers of attorney and durable springing powers of attorney). Additionally, for legal assistance matters that fall under Italian jurisdiction (such as a lawsuit due to an off-base traffic accident), please call to make an appointment with a local national attorney- this consultation is at the NLSO Office, but is by appointment only and based on the availability of the Italian attorney.

Legal assistance appointments with a Navy JAG Officer are available Monday through Friday at building 564 from 9:00 a.m. - 3:00 p.m. Child care services are not provided, so please make alternative arrangements prior to the date of your appointment (if alternative arrangements cannot be made, please advise the front desk and your appointment may be rescheduled).

To schedule a legal assistance appointment, please call Naval Legal Service Office at DSN: 314-624-2991. Priority for services is provided to deploying service members.

It is NLSO DET SIGONELLA policy that NO legal advice will be given over the telephone or through third parties calling on behalf of perspective/current clients.

OTHER WALK-IN SERVICES: NLSO DET SIGONELLA provides several walk-in services at its front desk. Walk-in services do not require an appointment. Walk-in services are available from 8:30 a.m. to 4:00 p.m., Monday through Friday. Generally, these services include: powers of attorney, notary services, and basic immigration information. Individuals eligible for legal assistance appointments are eligible for walk-in services.

VOLUNTEER INCOME TAX ASSISTANCE CENTER (VITA): The VITA program was established to support NAS Sigonella personnel eligible for legal assistance services with preparing and filing their federal income tax returns. The Tax Center is operated by NLSO DET SIG with IRS trained and certified volunteers from the community. The Tax Center operates on both NAS I and NAS II. If you require additional information, or are interested in volunteering at the VITA office, please contact Naval Legal Service Office at DSN 314-624-2991.

REGION LEGAL SERVICE OFFICE EUROPE AFRICA & SOUTHWEST ASIA (RLSO EURAFSWA)

Command Services

Functions of the RLSO EURAFSWA Command Services Department include but are not limited to: Coordinating and providing command advice and assistance in all administrative law matters, including, but not limited to administrative investigations, administrative separation boards, non-judicial punishment, Freedom of Information Act, Privacy Act, ethics program, relations with civilian law enforcement authorities, government claims, Sojourn Permits applications, fundraiser requests, command association packages, marriage packages, English to Italian and Italian to English translation services.

Trial Department

Functions of the Trial Department include but are not limited to:
• Providing all Government/Trial Counsel (TC) services for courts-martial, administrative proceedings, Article 32, UCMJ investigations, and related matters requested by U.S. Navy.
• Providing command advice and assistance in the investigation of court-martial offenses, preparation of charge sheets and convening orders and screening for legal sufficiency of matters to be tried by personnel.
• Providing legal advice to Naval Criminal Investigative Service (NCIS) agents, when necessary, or other investigators, when appropriate.
• Assisting area commands in the preparation and promulgation of post-trial actions.

Claims

Effective FY06, the Office of the Judge Advocate General and the Naval Legal Service Command consolidated the Navy’s claims function in Norfolk, Virginia. The Personnel Claims Unit Norfolk (PCUN) is responsible for processing claims filed pursuant to the Military Personnel and Civilian Employees Claims Act (PCA) (31 U.S.C. § 3721).

Members in need of a claims package or in need of assistance in filling out the claims packages package can contact RLSO’s Claims Adjudicator at DSN 314-624-6327.

Claims packages can also be obtained on line by simply clicking on the claim icon at the lower right hand side of the homepage screen.

Permesso di Soggiorno Applications

The Soggiorno permit is an official document issued by the Italian Government which allows foreigners to legally reside in Italy. It has to be requested within eight days following their arrival into Italy. Language specialists are in charge of assisting all military dependants and civilians in requesting and obtaining a soggiorno permit. They also assist Italian police during fingerprinting sessions and act as legal liaisons between Italian Authorities and US citizens attached to the US Armed Forces in Sigonella. The language specialists can be reached at DSN 314-624-6326 or DSN 314-624-6329 for assistance regarding Soggiorno permits.
Deployment Support

Deployment Support

Deployments are an inevitable part of military life. Despite the challenges of separation and change, deployments can be managed. Information and skill building is key to managing the deployment. Working in concert with Command Leadership and the Ombudsmen, the FFSC will help provide the necessary information and practical skills that allow active duty and family members to cope with deployment challenges.

Years of experience and knowledge about the deployment process make it possible to design a series of informational programs and support services. Over the years, Fleet & Family Support Center (FFSC) has provided assistance in three stages of the deployment cycle:

- Pre-Deployment
- During the Deployment
- Reunion and Homecoming

The FFSC assists sailors and their families with pre-deployment brief, during deployment, post-deployment briefs, return and reunions, discussion groups, and other outreach programs designed specifically for the deployment community.

Recently, support for Individual Agumentees has grown, and a number of changes have occurred which the FFSC fully supports. Active Duty personnel and their family members are contacted by a staff member throughout the deployment and provided with quality information pertaining to their individual needs. An FFSC Point of Contact is provided for a one-on-one personal touch. At the FFSC we recognize all family members including spouses, children, mother, father, brother, sister, aunt, uncle, cousin, fiancé, etc. The information provided during briefs and one-on-one sessions include, but is not limited to: Financial preparation, Sexual Assault Awareness, communication, counseling, relocation, Transition Assistance, New Parent Support, Information and Referral, and Life Skills issues. An FFSC Staff member is standing by to support our service members and their families during this rewarding and challenging period.
Contact Information

**DSN Dialing Instructions:** When dialing a DSN number from U.S. installation to U.S. installation, it is unnecessary to dial the 312 area code. When dialing a DSN number to/from overseas locations, the DSN area code must be included.

**US Naval Air Station Sigonella**
Strada Statale 417 Catania - Gela
Sigonella, Italy 95030
Phone 011-39-095-56-4291
Phone (DSN) 314-624-4291
Fax 011-39-095-56-4294
Fax (DSN) 314-624-4294

**Email** | **Website** | **Map**

**Adult Education Centers**
Navy College Office
PSC812 Box 2140
NSA Sigonella
FPO, AE 09627-2650
Phone 011-39-095-56-4514
Phone (DSN) 314-624-4514
Fax 011-39-095-56-4515
Fax (DSN) 314-624-4515
Mon – Fri 7:30 a.m. – 4:00 p.m.
Sat - closed
Sun - closed

**Email** | **Website** | **Map**

**Automotive Services**
Auto Skills Center - NAS II
NSA Sigonella
FPO, AE 09627-2650
Phone 011-39-095-86-2814
Phone (DSN) 314-624-2814
Mon – Fri 9:00 a.m. – 5:30 p.m.

**Website** | **Map**

**MVRO (Motor Vehicle Registration Office)**
Localita Sigonella
NAS II Bldg. 724
Italy 80121
Phone 011-39-95-86-5275
Phone (DSN) 314-624-5275
Fax 011 39 095 86 6167
Fax (DSN) 314-624-6167
Mon, Tue, Thu, Fri 8:00 a.m. – 3:45 p.m.
Wed 8:00 a.m.- 12:45 p.m.

**Email** | **Website** | **Map**

**Barracks/Single Service Member Housing**
Single Service Member Housing
Localita Sigonella
Bldg. 319
Hoffpauir Administrative Center
Italy 80121
Phone (DSN) 314-624-2300
Fax 011-39-095-86-6143
Fax (DSN) 314-624-6143
Mon - Tue 7:30 a.m.- 4:00p.m.
Wed 8:30 a.m.- 4:00p.m.
Thu 7:30a.m.- 4:00p.m.
Fri 7:30a.m.-4:00p.m.
Sat Closed
Sun Closed

**Email** | **Website** | **Map**

**Beauty/Barber Shops**
Barber Shop
Navy Exchange
PSC 812; Box 2620
FPO, AE 09627
Phone 011-39-095-56-4830
Phone (DSN) 314-624-4830
Mon – Fri 7:30 a.m. – 4:00 p.m.

**Website** | **Map**

**Beneficiary Counseling Assistance Coordinators**
Tri Care On-line
PSC 836 BOX 2670
FPO, AE 09636
Phone 866-363-3932 (TOLL FREE) / 011-39-095-56-4480 / 011-30-282102-1580 (BCAC)
Phone (DSN) 314-624-3842
Fax 011-30-282102-1589
Fax (DSN) 314-624-3133
Mon – Fri 7:30 a.m. – 4:00 p.m.

**Website** | **Website** | **Website** | **Map**
Beneficiary Counseling Assistance Coordinators
U.S. NAVAL HOSPITAL SIGONELLA - BCAC
PSC 836 BOX 2670
FPO, AE 09636
Phone 011-39-095-564-848
Phone (DSN) 314-624-4848
Fax (DSN) 314-624-3133
Email | Website | Map

Child Development Centers
Child Development Center
NAS 1
PSC 812 Box 3390
FPO, AE 09627
Phone 011-39-095-56-3736
Phone (DSN) 314-624-5580
Fax 011-39-095-56-3730
Fax (DSN) 314-624-3730
Mon – Fri 6:00 a.m. – 5:30 p.m.
Sat and Sun - closed
Email | Website | Map

Citizenship and Immigration Services
Citizenship and Immigration Services
Localita Sigonella
Bldg. 319
Hoffpauir Administrative Center
Italy 80121
Phone 011-39-095-56-5580
Phone (DSN) 314-624-3736
Fax 011-39-095-56-3730
Fax (DSN) 314-624-3730
Mon – Fri 7:30 a.m. – 4:00 p.m.
Email | Website | Map

Commissary/Shoppette
Commissary / Shoppette
Holsey Road
Bldg 225
FPO, AE 09627
Phone 011-39-095-56-3884
Phone (DSN) 314-624-4107 / 4385
Fax 011-39-095-56-3990
Fax (DSN) 314-624-3990
Sun 10:00 a.m. – 6:00 p.m.
Mon 10:00 a.m. – 7:00 p.m.
Tue 8:00 a.m.- 7:00 p.m.
Wed 10:00 a.m. – 7:00 p.m.
Thu 8:00 a.m.- 7:00 p.m.
Fri 10:00 a.m. – 7:00 p.m.
Sat 9:00 a.m. - 7:00 p.m.
Email | Website | Map

Deployment/Mobilization
Deployment Support Program
Bldg. 319, Hoffpauir Administrative Center
PSC 812 Box 2650
FPO, AE 09627-2650
Phone 011-39-095-56-4291
Phone (DSN) 314-624-4291
Fax 011-39-095-56-4295
Fax (DSN) 314-624-3248
Email | Website | Map

Chapels
Command Religious Program - Chapel
NSA Sigonella
FPO, AE 09627
Phone 011-39-095-56-4291
Phone (DSN) 314-624-4291
Fax (DSN) 314-624-3248
Mon – Sat
School Hours - Students:
K-5: 7:45a.m. – 2:15p.m.
PreSchool: 8:00A.m. – 1:00p.m.
School Hours - Office: 7:00a.m. – 4:00p.m.
Email | Website | Map

Child and Youth Registration and Referral
Child & Youth Registration - Resource and Referral
NAS 1
PSC 812 Box 3390
FPO, AE 09627
Phone 011-39-095-56-4166
Phone (DSN) 314-624-4166
Fax 011-39-095-56-4166
Fax (DSN) 314-624-4166
Mon – Fri 7:30 a.m. – 4:00 p.m.
Sat - Closed
Sun - Closed
Website | Map

Civilian Personnel Office
Civilian Personnel Office
NAS 1
PSC 812 Box 3120
FPO, AE 09627
Phone 011-39-095-56-4165
Phone (DSN) 314-624-4165
Fax 011-39-095-56-4166
Fax (DSN) 314-624-4166
Mon – Fri 7:30 a.m. – 4:00 p.m.
Sat - Closed
Sun - Closed
Website | Map

Dental Clinics
Dental
NAS 1 and NAS 2
PSC 836 Box 2670
FPO, AE 09636
Phone NAS 1 011-39-095-4205/3848/4111 / NAS 2 011-39-095-5447/6317/5864
Phone (DSN) 314-624-4205/3848/4111
Fax 011-39-095-4857
Fax (DSN) 314-624-4857
Mon, Tue, Thu, Fri 7:30 a.m. - 4:00 p.m.
Wed 7:30 a.m. - 11:00 a.m.
Sat - Closed
Sun - Closed
Website | Website | Map

DoD Schools
Stephen Decatur Elementary School
Stephen Decatur Elementary School
PSC 824, Box 2630
FPO, AE 09627
Phone 011-39-095-56-4406
Phone (DSN) 314-624-4406
Fax 011-39-095-56-4405
Fax (DSN) 314-624-3248
Mon – Sat
School Hours - Students:
K-5: 7:45a.m. – 2:15p.m.
PreSchool: 8:00A.m. – 1:00p.m.
School Hours - Office: 7:00a.m. – 4:00p.m.
Email | Website | Map
**DoD Schools**
Signorelli Middle/High School
PSC 812, Box 2630
FPO AE, AE 09627-2630
Phone 011-39-095-564281
Phone (DSN) 314-624-4281
Fax 011-39-095-56-3899
Mon – Sat
School Hours - Students: 7:45a.m. – 2:30p.m.
School Hours - Office: 7:00a.m. – 4:00p.m.
[Email](mailto:)| [Website](http://www.dodschools.com)| [Map](http://www.google.com)

**Emergency Relief Services**
Navy-Marine Corps Relief Society
Localita Sigonella
Building 319
Hoffpauir Administrative Center
Italy 80121
Phone 011-39-095-56-4212
Phone (DSN) 314-624-4212
Fax 011-39-095-56-4554
Fax (DSN) 314-624-4554
Mon - Fri 9:00 a.m. - 4:00 p.m.
[Email](mailto:)| [Website](http://www.dodrelief.com)| [Map](http://www.google.com)

**Enrollment/EFMP**
U.S. Naval Hospital Sigonella - EFMP Enrollment
Commanding Officer
PSC 836 Box 2670
FPO, AE 09636-2670
Phone 011-39-095-56-4842/0
Phone (DSN) 314-624-4842
Fax 011-39-095-56-4866
[Website](http://www.dodeng.com)| [Map](http://www.google.com)

**Exchange(s)**
Navy Main Exchange
NAS 1
NSA Sigonella
FPO, AE 09627-2650
Phone 011-39-095-4244
Phone (DSN) 314-624-4244
Fax 011-39-095-713003
Mon - Fri 10:00 a.m. - 7:00 p.m.
Sun 10:00 a.m. - 6:00 p.m.
[Website](http://www.dodexchanges.com)| [Map](http://www.google.com)

**Family Center**
Fleet and Family Support Center
Hoffpauir Administrative Center, Bldg. 319
PSC 812 Box 2650
FPO, AE 09627
Phone 011-39-095-56-4291
Phone (DSN) 314-624-4291
Fax 011-39-095-56-4294
Fax (DSN) 314-624-4294
Mon – Fri 7:30 a.m. - 4:00 p.m.
Sat and Sun - closed
[Email](mailto:)| [Website](http://www.dodfamily.com)| [Map](http://www.google.com)

**Educational and Developmental Intervention Services (EDIS)**
Educational and Developmental Intervention Services
U.S. Naval Hospital Sigonella, Attn: EDIS
PSC 836, Box 2670
FPO, AE 09636-2670
Phone 011-39-095-56-4536
Phone (DSN) 314-624-4536
Fax 011-39-095-56-4533
Fax (DSN) 314-624-4533
Mon – Fri 7:30 a.m. – 4:00 p.m.
[Email](mailto:)| [Website](http://www.dodedis.com)| [Map](http://www.google.com)

**Emergency Relief Services**
American Red Cross
Forrestal Road
Building 318
FPO, AE 09627-3040
Phone 011-39-095-56-4200
Phone (DSN) 314-624-4900
Fax 011-39-095-56-4650
Fax (DSN) 314-624-4650
Mon – Fri 8:00 a.m. - 4:30 p.m.
[Email](mailto:)| [Website](http://www.redcross.org)| [Map](http://www.google.com)

**Exceptional Family Member Program/Special Needs**
Exceptional Family Member Program
Localita Sigonella
Bldg. 319
Hoffpauir Administrative Center
Italy 80121
Phone 011-39-095-56-4840
Phone (DSN) 314-624-4840
Fax 011-39-095-56-3899
Fax (DSN) 314-624-3899
Mon – Fri 7:00 a.m. - 4:00 p.m.
[Website](http://www.dodems.com)| [Map](http://www.google.com)

**Family Advocacy Program**
Family Advocacy Program
319 Mitscher Rd
PSC 812
FPO, AE 09627-2750
Phone 011-39-095-56-4291
Phone (DSN) 314-624-4291
Fax 011-39-095-56-4294
Fax (DSN) 314-624-4294
Mon – Fri 7:30 a.m. - 4:00 p.m.
[Email](mailto:)| [Website](http://www.dodfamadv.com)| [Map](http://www.google.com)

**Family Child Care/Child Development Homes**
Child Care Community - Resource and Referral
NAS 1
PSC 812 Box 3390
FPO, AE 09627
Phone 011-39-095-56-3736
Phone (DSN) 314-624-3736
Fax 011-39-095-56-3730
Fax (DSN) 314-624-3730
Mon – Fri 6:00 a.m. – 5:30 p.m.
Sat and Sun - closed
[Website](http://www.dodcc.com)| [Map](http://www.google.com)
**Finance Office**
Finance Office
NAS II
NSA Sigonella
FPO, AE 09627-2650
Phone 011-39-095-56-5656
Phone (DSN) 314-624-5656
Fax 011-39-095-86-6132
Fax (DSN) 314-624-6132
Mon - Tue 9:00 a.m. – 3:30 p.m.
Wed 9:00 a.m. – 1:00 p.m.
Thu – Fri 9:00 a.m. – 3:30 p.m.
(Closed Sat and Sun)
Check Cashing Hours of Operation
Mon – Fri – 7:30 a.m. – 4:30 p.m.
[Website] [Map]

**Financial Institutions**
Navy Federal Credit Union
NAS 2
PSC 812 Box 2100
FPO, AE 09627
Phone 011-39-095-56-5332
Phone (DSN) 314-624-5335
Fax 011-39-095-56-0526
Fax (DSN) 314-624-0526
Mon - Fri 8:15 a.m. - 4:15 p.m.
Sat - Closed
Sun - Closed
[Website] [Map]

**Gymnasiums/Fitness Centers**
NAS II Pool
NAS 1
PSC 812 Box 3390
FPO, AE 09627
Phone 011-39-095-56-5335
Phone (DSN) 314-624-5335
Fax 011-39-095-56-0526
Fax (DSN) 314-624-0526
Mon - Fri 6:00 a.m. - 6:00 p.m.
Sat - 11:00 a.m. - 6:00 p.m.
Sun - Closed
Holidays - Closed
[Website] [Map]

**Household Goods/Transportation Office (inbound)**
Household Goods/Transportation Office/Personal Property Office
PERSONAL PROPERTY SHIPPING OFFICE
FISCI, SIGONELLA
PSC 812 BOX 2090
FPO, AE 09627-2090
Phone (DSN) 314-624-4123
Fax 011-39-095-56-4182
Fax (DSN) 314-624-4182
Mon - Fri 7:30 a.m. – 4:00 p.m.
[Website] [Map]

**Household Goods/Transportation Office (outbound)**
Household Goods/Transportation Office/Personal Property Office
PERSONAL PROPERTY SHIPPING OFFICE
FISCI, SIGONELLA
PSC 812 BOX 2090
FPO, AE 09627-2090
Phone (DSN) 314-624-4123
Fax 011-39-095-56-4182
Fax (DSN) 314-624-4182
Mon - Fri 7:30 a.m. – 4:00 p.m.
[Website] [Map]

**Financial Institutions**
Community Bank
NAS 1 & 2
PSC 812 Box 2110
FPO, AE 09627
Phone NAS 1: 011-39-095-713-0711
Phone (DSN) NAS 1: 314-624-9811/NAS 2: 314-624-9331
Mon - Fri 9:00 a.m. - 4:00 p.m.
Sat - Closed
Sun - Closed
Holidays - Closed
[Website] [Map]

**Gymnasiums/Fitness Centers**
Fit District
NAS 1
PSC 812 Box 3390
FPO, AE 09627
Phone 011-39-095-56-4483
Phone (DSN) 314-624-4483
Fax 011-39-095-56-0526
Fax (DSN) 314-624-0526
Mon - Fri 5:30 a.m. - 8:30 p.m.
Sat - 10:00 a.m. - 5:30 p.m.
Sun - 10:00 a.m. - 5:30 p.m.
Holidays - 10:00 a.m. - 5:30 p.m.
[Website] [Map]

**Hospital/Medical Treatment Facility(s)**
U.S. NAVAL HOSPITAL SIGONELLA
PSC 836 BOX 2670
FPO, AE 09636
Phone 011-39-095-56-3842
Phone (DSN) 314-624-3842
Fax 011-39-095-56-4584
Fax (DSN) 314-624-4584
Mon - Fri 8:00 a.m. to 4:00 p.m.
[Website] [Map]
Housing Office/Government Housing
NAS Sigonella Housing Department
US Naval Air Station Sigonella
Attn: Housing Department
PSC 812, Box 2740
FPO, AE 09627-2740
Phone 011-39-095-56-4311 ext 105
Phone (DSN) 314-624-4311 ext 105
Fax 011-39-095-56-3886
Fax (DSN) 314-624-3886
Mon - Fri 7:30 a.m. – 4:00 p.m.
Sat and Sun - closed
Holidays - closed
Email | Website | Website | Map

ID/CAC Card Processing
ID/CAC Card Processing
NAS 2
PSC 812 Box 3500
NSA Sigonella
FPO, AE 09627
Phone 011-39-095-56-5656
Phone (DSN) 314-624-5656
Fax 011-39-095-86-5304
Fax (DSN) 314-624-5304
Mon - Tue 9:00 a.m.- 3:30 p.m.
Wed - 9:00 a.m. - 1:00 p.m.
Thu - Fri 9:00 a.m. - 3:30 p.m.
Sat - Closed
Sun - closed
*By appointment only
Website | Map

Information and Referral Services
Fleet and Family Support Center
Hoffpauir Administrative Center, Bldg. 319
PSC 812 Box 2650
FPO, AE 09627
Phone 011-39-095-56-4291
Phone (DSN) 314-624-4291
Fax 011-39-095-56-4294
Fax (DSN) 314-624-4294
Mon – Fri 7:30 a.m. - 4:00 p.m.
Sat and Sun - closed
Holidays - closed
Email | Website | Map

Library
Library
NAS 1
PSC 812 Box 3390
FPO, AE 09627
Phone 011-39-095-56-3875
Phone (DSN) 314-624-3875
Fax 011-39-095-86-3232
Fax (DSN) 314-624-3232
Mon - Fri 7:30 a.m. - 7:00 p.m.
Sat - 10:00 a.m. - 5:00 p.m.
Sun - 10:00 a.m. - 5:00 p.m.
Holidays - 7:30 a.m. - 7:00 p.m.
Website | Map

Military Clothing Sales
Military Clothing Sales
NAS 2
PSC 812 Box 2620
FPO, AE 09627
Phone 011-39-095-86-5895
Phone (DSN) 314-624-5895
Mon - Sat 6:30 a.m. - 9:00 p.m.
Sun - 9:00 a.m. - 8:00 p.m.
Email | Website | Map

MWR (Morale Welfare and Recreation)
NAS Sigonella MWR
NAS 1
PSC 812 Box 3390
FPO, AE 09627
Phone 011-39-095-56-3968
Phone (DSN) 314-624-3968
Fax 011-39-095-56-0526
Fax (DSN) 314-624-0526
Mon - Fri 7:30 a.m. - 4:00 p.m.
Sat - Closed
Sun - Closed
Holidays - Closed
Email | Website | Map

New Parent Support Program
New Parent Support Program
Fleet and Family Support Center
PSC 812 BOX 2650
FPO, AE 09627
Phone 011-39-095-56-4291
Phone (DSN) 314-624-4291
Fax 011-39-095-56-4294
Fax (DSN) 314-624-4294
Mon - Fri 7:30 a.m. - 4:00 p.m.
Sat and Sun - closed
Holidays - closed
Email | Website | Map

Legal Services/JAG
Citizenship and Immigration Services
Localita Sigonella
Bldg. 319
Hoffpauir Administrative Center
Italy 80121
Phone (DSN) 314-624-5258
Mon – Fri 9:00 a.m.-12:00 p.m.
Sat and Sun - closed
Website | Map

Legal Services/JAG
Legal Services
NSA Sigonella
FPO, AE 09627-2650
Phone 011-39-095-86-5580
Phone (DSN) 314-624-5580
Fax 011-39-095-86-6323
Fax (DSN) 314-624-6323
Mon – Fri 9:00 a.m.-12:00 p.m.
Sat and Sun - closed
Website | Map

Medical Referral Office/Housing Privatization
NAS Sigonella Housing Department
US Naval Air Station Sigonella
Attn: Housing Department
PSC 812, Box 2740
FPO, AE 09627-2740
Phone 011-39-095-56-4311 ext 105
Phone (DSN) 314-624-4311 ext 105
Fax 011-39-095-56-3886
Fax (DSN) 314-624-3886
Mon – Fri 7:30 a.m. – 4:00 p.m.
Sat and Sun - closed
Holidays - closed
Email | Website | Website | Map

New Parent Support Program
New Parent Support Program
Fleet and Family Support Center
PSC 812 BOX 2650
FPO, AE 09627
Phone 011-39-095-56-4291
Phone (DSN) 314-624-4291
Fax 011-39-095-56-4294
Fax (DSN) 314-624-4294
Mon - Fri 7:30 a.m. - 4:00 p.m.
Sat and Sun - closed
Holidays - closed
Email | Website | Map
Non-appropriated Funds (NAF) Human Resources
Non-appropriated Funds (NAF) Human Resources
NAS 1
PSC 812 Box 3390
FPO, AE 09627
Phone 011-39-095-56-3968
Phone (DSN) 314-624-3968
Fax 011-39-095-56-0526
Fax (DSN) 314-624-0526
Mon - Fri 7:30 a.m. - 4:00 p.m.
Sat - Closed
Sun - Closed
Holidays - Closed
Website | Map

Personal Financial Management Services
Financial Specialist (PFM)
Fleet and Family Support Center
Attn: Personal Financial Management
PSC 812 Box 2650
FPO, AE 09627
Phone 011-39-095-56-4291
Phone (DSN) 314-624-4291
Fax 011-39-095-56-4294
Fax (DSN) 314-624-4294
Mon - Fri 7:30 a.m. - 4:00 p.m.
Sat and Sun - closed
Holidays - closed
Email | Website | Map

Relocation Assistance Program
RAP (Relocation Assistance Program)
319 Mitscher Rd
FPO, AE 09627-2650
Phone (DSN) 314-624-4291
Fax 011-39-095-56-4294
Fax (DSN) 314-624-4294
Mon - Fri 7:30 a.m. - 4:00 p.m.
Sat and Sun - closed
Holidays - closed
Email | Website | Map

Restaurants/Fast Food
Navy Main Exchange
NAS 1
NSA Sigonella
FPO, AE 09627-2650
Phone 011-39-095-56-4244
Phone (DSN) 314-624-4244
Fax 011-39-095-56-4915
Fax (DSN) 314-624-4915
Mon - Fri 10:00 a.m. - 7:00 p.m.
Sun 10:00 a.m. - 6:00 p.m.
Website | Map

School Age Care
DoDDS Schools
NAS 1
PSC 812, Box 2630
FPO, AE 09627
Phone (DSN) 314-624-3712
Fax 011-39-095-56-4915
Fax (DSN) 314-624-4915
Mon – Sat 7:00 a.m. – 4:00 p.m
Sun - closed
Email | Website | Map

School Liaison Office/Community Schools
School Liaison Office
Bldg. 11, Ground Floor FFSC
PSC 814 Box 22
FFO, AE 09865
Phone 011-30-28210-21689
Phone (DSN) 314-266-1689
Fax 011-30-28210-21688
Mon - Wed, Fri 8:00 a.m. - 11:30 a.m., 1:30 p.m. - 3:00 p.m.
Tues, Thurs 8:00 a.m. - 2:00 p.m.
Sat and Sun - closed
Holidays - closed
Email | Map

Spouse Education, Training and Careers
Family Employment Readiness Program (FERP)
Mitscher Road
Building 319
FPO, AE 09627
Phone 011-39-095-56-4291
Phone (DSN) 314-624-4291
Fax 011-39-095-56-4294
Fax (DSN) 314-624-4294
Mon - Fri 7:30 a.m. - 4:00 p.m.
Sat and Sun - closed
Holidays - closed
Email | Website | Map
Temporary Lodging/Billeting
Navy Lodge
NAS 1
PSC 812 Box 2620
FPO, AE 09627
Phone 011-39-095-713-0190 / 1-800-NAVY INN (From U.S.) / 800-87-8740 (within Italy)
Phone (DSN) 314-624-4082
Fax 011-39-095-713-0206
Fax (DSN) 314-624-0206
Open 24 hours
Email | Website | Map

Transition Assistance Program
TAP (Transition Assistance Program)
Localita Sigonella
Bldg. 319
Hoffpauir Administrative Center
Italy 09627
Phone 011-39-095-56-4291
Phone (DSN) 314-624-4291
Fax 011-39-095-56-4294
Fax (DSN) 314-624-4294
Mon - Fri 7:30 a.m. – 4:00 p.m.
Sat and Sun - closed
Holidays - closed
Email | Website | Map

VA Facilities
VA Facilities
Localita Sigonella
Bldg. 319
Hoffpauir Administrative Center
Italy 80121
Phone 011-39-095-56-4291
Phone (DSN) 314-624-4291
Fax 011-39-095-56-4294
Fax (DSN) 314-624-4294
Mon - Fri 7:30 a.m. – 4:00 p.m.
Sat and Sun - closed
Holidays - closed
Email | Website | Map

Victim Advocate Services
Victim Advocate Service
FFSC
Building #319, Mitscher Road, NAS I
FPO, AE 09627-2650
Phone 011-39-3351297123 / 011-39-095-56-4291
Phone (DSN) 314-624-4291
Fax 011-39-095-86-3195
Fax (DSN) 314-624-3195
Mon - Fri 7:30 a.m. – 4:00 p.m.
Sat and Sun - closed
Holidays - closed
Email | Website | Map

Temporary Lodging/Billeting
Navy Gateway Inns & Suites
Bldg 558 – NAS II
FPO, AE 09627-2620
Phone 011-39-095-86-6832/2926
Phone (DSN) 314-624-6832/2926
Fax 011-39-095-86-5304
Fax (DSN) 314-624-6304
Open 24 hours

Travel Office
Travel Office
NAS 2
PSC 824 Box 2690
FPO, AE 09627-0824
Phone 011-39-095 56 4258 / 011-39 095 56 4399
Phone (DSN) 314 624-4258
Fax 011-39 095 56 4259
Fax (DSN) 314 624-4259
Mon 7:30 a.m. - 3:00 p.m. Outpatient Care,
Vaccinations, Product Sales
Tue 7:30 a.m. - 3:00 p.m. Product Sales, Appointments
Wed 7:30 a.m. - 3:00 p.m. Product Sales, Scheduled Surgeries
Thu 7:30 a.m. - 3:00 p.m. Product Sales, Appointments
Fri 7:30 a.m. - 3:00 p.m. Outpatient Care, Vaccinations,
Product Sales
Closed for Lunch: 12:00 - 1:00 p.m.
Sat and Sun - closed
Website | Map

Veterinary Services
U.S. Naval Air Station Sigonella Veterinary Services
PSC 824 Box 2690
FPO, AE 09627-0824
Phone 011-39 095 56 4258 / 011-39 095 56 4399
Phone (DSN) 314 624-4258
Fax 011-39 095 56 4259
Fax (DSN) 314 624-4259
Mon - Fri 7:30 a.m. - 3:00 p.m.
Sat and Sun - closed
Website | Map

Welcome/Visitors Center
Welcome to Naval Air Station Sigonella, Sicily
Fleet and Family Support Center
PSC 824 Box 2650
FPO, AE 09627-2650
Phone 011-39-095-56-4291
Phone (DSN) 314-624-4291
Fax 011-39-095-56-4294
Fax (DSN) 314-624-4294
Mon - Fri 7:30 a.m. – 4:00 p.m.
Sat and Sun - closed
Holidays - closed
Email | Website | Map
Women, Infants, and Children (WIC & WIC-O)
WIC Overseas
NAS 1
PSC 812 Box 2250
FPO, AE 09627
Phone 011 39 095 56 3198
Phone (DSN) 314 624-3198
Fax 011 39 095 56 3197
Fax (DSN) 314 624-3197
Mon - Fri 8:00 a.m. - 4:30 p.m.
Sat - Closed
Sun - Closed
Website | Map

Youth Programs/Centers
Youth Programs - Resource and Referral
NAS 1
PSC 812 Box 3390
FPO, AE 09627
Phone 011-39-095-56-3736
Phone (DSN) 314-624-3736
Fax 011-39-095-56-3730
Fax (DSN) 314-624-3730
Mon – Fri 6:00 a.m. – 5:30 p.m.
Email | Website | Map
Major Units

**JMAST EUR**
Contact Information:
COMM: 011-095-86-6139; 011-095-86-6138
DSN: 314-624-6139; 314-624-6138
COMM FAX: 011-095-86-5610
DSN FAX: 314-624-5610

**AFN - NAVAL MEDIA CENTER**
Contact Information:
COMM: 011-095-86-4074
DSN: 314-624-4074
COMM FAX: 011-095-86-4075
DSN FAX: 314-624-4075

**AMERICAN RED CROSS**
Contact Information:
COMM: 011-095-86-4900
DSN: 314-624-4900
COMM FAX: 011-095-86-4462
DSN FAX: 314-624-4462

**CNL LEARNING SITE DET SIGONELLA**
Contact Information:
COMM: 011-095-86-4190
DSN: 314-624-4190

**DODDS**
Contact Information:
COMM: 011-095-86-4285; 011-095-86-3001
DSN: 314-624-4285; 314-624-3001
COMM FAX: 011-095-86-3245
DSN FAX: 314-624-3245

**NCIS**
Contact Information:
COMM: 011-095-86-9037
DSN: 314-624-9037
COMM FAX: 011-095-86-6972
DSN FAX: 314-624-6972

**NAS SIGONELLA**
Contact Information:
COMM: (011) 095-86-5311
DSN: 314-624-5311
COMM FAX: 011-095-86-2330
DSN FAX: 314-624-2330
AFTER 1600 CELL PH: 335-130-5136

**NMCRS**
Contact Information:
COMM: 011-095-86-4212
DSN: 314-624-4212
COMM FAX: 011-095-86-4554
DSN FAX: 314-624-4554

**ETD**
Contact Information:
COMM: 011-095-86-5323
DSN: 314-6011-095-86-24-5323
COMM FAX: 011-095-86-5310
DSN FAX: 314-624-5310

**FISC**
Contact Information:
COMM: 011-095-86-2944
DSN: 314-624-2944
COMM FAX: 011-095-86-5064
DSN FAX: 314-624-5064
**NFCU**  
Contact Information:  
COMM: 011-095-86-2314  
DSN: 314-624-2314  
COMM FAX: 011-095-86-5705  
DSN FAX: 314-624-5705

**AIMD**  
Contact Information:  
COMM: 011-095-86-2972  
DSN: 314-624-2972  
COMM FAX: 011-095-86-5213  
DSN FAX: 314-624-5213

**DCS**  
Contact Information:  
COMM: 011-095-86-5329; 011-095-86-6350  
DSN: 314-624-5329; 314-624-6350  
COMM FAX: 011-095-86-6351  
DSN FAX: 314-624-6351

**NLSO**  
Contact Information:  
COMM: 011-095-86-5258  
DSN: 314-624-5258  
COMM FAX: 011-095-86-5259  
DSN FAX: 314-624-5259

**CTF-67**  
Contact Information:  
COMM: 011-095-86-2967  
DSN: 314-624-2967; 314-624-5128  
COMM FAX: 011-095-86-5115  
DSN FAX: 314-624-5115

**DDSI**  
Contact Information:  
COMM: 011-095-86-3882  
DSN: 314-624-3882; 314-624-9455  
COMM FAX: 011-095-86-2608  
DSN FAX: 314-624-2608

**PSD**  
Contact Information:  
COMM: 011-095-86-5584  
DSN: 314-624-5584  
COMM FAX: 011-095-86-6132  
DSN FAX: 314-624-6132

**ROICC**  
Contact Information:  
COMM: 011-095-86-5661  
DSN: 314-624-5661  
COMM FAX: 011-095-86-6810  
DSN FAX: 314-624-6810

**Army Veterinarian Clinic - Southern Europe District Vet Command**  
Contact Information:  
COM: 011-39-095-86-4258  
DSN: 314-624-4258

**Global Hawk - 9th OG DET 4 Maintenance**  
Contact Information:  
COM: 011-39-095-86-2975  
DSN: 314-624-2975