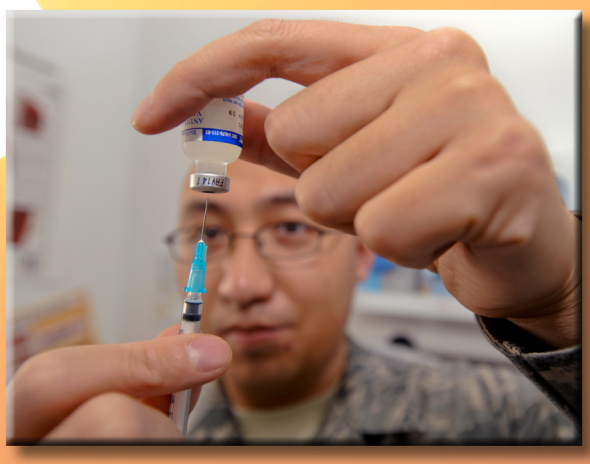
379th Air Expeditionary Wing

"EXPEDITIONARY TO ENDURING"



NEWCOMER'S GUIDE

CURRENT AS OF 1 JUL 2009

MISSION FIRST!

Welcome to the 379th Air Expeditionary Wing - the historic Grand Slam Wing! I promise you this will be one of the most memorable, fast-paced and professionally rewarding assignments or deployments you will encounter in your Air Force career.

This is the largest, most diverse expeditionary wing in the AOR with more than 85 combat and combat support aircraft, including eight coalition airframes assigned. Our team and their aircraft come from every U.S. service as well as the United Kingdom and Australia. Combined, our team excels at providing lethal combat airpower and combat support in today's fight against tyranny and those who oppose peace, freedom and democracy.

When the Combined Forces Air Component Commander needs combat airpower, he dials 3-7-9.

While the aircraft present a formidable force, it's the Grand Slam Wing's amazing personnel who make it an unbeatable team. Daily, you'll see that every single Airman here is "All In." Your service before self, total focus, commitment to excellence, positive attitude and mission-first mindset are perfect examples of why the most important element in winning any conflict is our Airmen.

Despite the harshness of the environment and being away from home, our Airmen rise above the distractions and are totally focused on the hard work at hand. Simply put, the 379th Grand Slam Wing excels because our Airmen place the mission first. We are the tip of the spear.

You are now joining this historic Grand Slam team, and in the challenging times ahead, we will count on one another, now more than ever.

Remember, no Airman's job here is more important than the other - it takes every member of the team to accomplish our critical mission. No matter what role you play, your contributions are essential to our noble mission of defeating tyranny and winning our fight for freedom.

Good luck while you are here, and remember: *Mission First!*

- Brig. Gen. Stephen Wilson
379th AEW Commander

Wing exhibits 'one team, one fight' concept

The 379th Air Expeditionary Wing transitioned from a predominantly fighter-based operation during the start of Operation Iraqi Freedom to a multi-mission wing.

Once touted as "the largest concentration of coalition airpower in history," the wing now supports a wider range of missions. Those missions include fighter, airlift, refueling, intelligence, surveillance and reconnaissance.

This collection makes this base a large hub for humanitarian airlift activity in Iraq, Afghanistan and Horn of Africa while providing mission-essential combat power, aeromedical evacuation and intelligence support for three theaters of operations.

This is made possible by the Air Force's Air Expeditionary Force concept. The wing combines different capabilities to form one team, for one fight. Combined there is a base population of around 9,000 people.

In addition to a variety of aircraft from the United States, coalition aircraft from Australia and Great Britain serve and operate here as part of the wing.

Other units on the base include the Combined Air Operations Center, the Combined Forces Special Operations Component Command, the Regional Air Movement Control Center, Joint Search and Rescue Center, the Contingency Forward Headquarters and major supporting units such as the 8th Expeditionary Air Mobility Squadron, and 1st Expeditionary Red Horse Group.

As the mobility hub of the USAFCENT AOR and the home of the CAOC, the base has played host to hundreds of distinguished visitors, including former President George H.W. Bush; Prince of Wales, Prince Andrew, Duke of York; Secretaries of the Air Force; several U.S. Congressmen; the Chief of Staff of the Air Force; local general officers and many others.

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Coalition Compound

Coalition Compound is the primary living area for the base. It includes a lodging area, dining facility, theater, post office and several other community activity centers and facilities.

Blatchford-Preston Complex

Opened officially in February 2008, the BPC is a $106.9 million facility including improved recreational facilities, theater, mall and the base's first permanent dormitories.

Operations Town

Ops Town is the primary working area for conducting and supporting operations on the installation.

CAOC

The Combined Air and Space Operations Center acts as the "nerve center" for aerial missions for Operations Iraqi and Enduring Freedom and Combined Joint Task Force-Horn of Africa. It provides real-time air command and control over Iraq for thousands of successful sorties.

Security Forces

The Base Defense Operations Center is open 24 hours and is located in Ops Town, north of maintenance row. Pass and ID, Information Security, Reports and Analysis, and Resource Protection operating hours are 7 a.m. to 5 p.m.

Report suspicious or criminal activity to the 379th Expeditionary Security Forces Squadron at 437-2669.

Medical Info

The 379th Expeditionary Medical Group is located in the BPC, adjacent to the fire department. Dental services, immunizations, surgery, optometry, physical therapy, mental health, emergency and primary care are available. It is the responsibility of deployed members to remain current on vaccinations at all times. Shots are administered daily at the flight medicine clinic and is located in Ops Town for aircrew members.

Public Affairs

The 379 AEW Public Affairs office is located on the North Ramp in the Wing Operations Center. It produces a daily e-mail, the *Desert Eagle Dispatch,* containing announcements and events, and a weekly magazine, *The Desert Eagle*, which is published every Sunday.

Servicemembers stationed here can fill out an electronic hometown news release form that is found on the local intranet.

Base photography is permitted in CC and BPC within guidelines; however, an authorization letter is needed to take photographs on the flightline, in Ops Town and on the North Ramp.

Photography limitations and procedures can be found on the base website. Contact PA for more information.

Finance

The 379 AEW Finance Office is located in the CC Memorial Plaza.

EagleCash stored-value card program is used in lieu of checks or U.S. cash on base. All deployed personnel (military, civilian and contractors) must present an EagleCash card in order to utilize finance office check cashing services. Servicemembers may apply for and receive an EagleCash card at finance. With EagleCash, members can load up to $350 onto the card from any kiosk located on base and transfer funds between EagleCash cards. Withdraws in U.S. cash and local currency from (or add to) the card are available at finance in limited quantities. Presently, there are no ATMs on base. There are ATMs downtown and many stores accept credit cards.

Checks will only be cashed under extreme emergency situations and then only on a case-by-case basis. Finance can assist in filing travel accruals to pay official government travel card balance.

Additional pay entitlements while TDY in the AOR include Hostile Fire Pay, Combat Zone Tax Exclusion, Hardship Duty Pay, and Family Separation Allowance. The U.S. Savings Deposit Program allows deployed military personnel to deposit money into an account that earns up to 10 percent per annum after being on station for 30 consecutive days.

Reserve and National Guard

Various Reserve and Guard forces have answered the call and are an integral part of the mission. Deployed personnel from these units measure in the hundreds and work in nearly every organization on base. The base has an Air Reserve Component Advisor at 436-4009.

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Immigration procedures

Everyone traveling to or through the country must immigrate upon arrival and emigrate upon exit. Failure to do so may result in disciplinary actions and Host Nation penalties. Current requirements for military and DoD civilians is common access card and orders, however, specific details and requirements can be found in the Electronic Foreign Clearance Guide.

Host nation considerations

This is not a U.S. base and all servicemembers are guests of the host nation. Do not assume things work here exactly as they do at U.S. bases around the world. Our hosts have several regulations, requirements and procedures which are different from those seen at U.S. operated bases. Ensure you are fully aware of host-nation requirements and procedures on a given issue before taking action. Servicemembers cannot mention the base or host-nation name in any unsecured communications. Proselytizing, as well, is unlawful in the host nation.

Treat all host nation officials with respect. Use of profanity, impatience, inappropriate comments or other rude behavior will not be tolerated and may result in disciplinary action as well as deportation.

Base access

U.S. military members, Department of Defense civilians, and some contractors have standing approval to use this base if they possess a DoD Common Access Card with their partial social security number and deployment orders. All others must have the written approval of the host nation Ministry of Defense before arriving at the base. Having a passport and visa does not constitute approval to enter the base. Contact the Host Nation Coordination Cell at 318-437-6180 or 318-437-6104 for assistance.

Host nation security contractors will search all vehicles entering or exiting this base. Vehicles transporting passengers and any luggage larger than personal backpacks, gym bags, laptop cases etc., must have an approved customs exit pass before leaving the base. Vehicles transporting military equipment must have the customs exit pass and written approval for the movement from host nation Ministry of Defense. Security contractors and customs officials will likely ask to search containers to ensure the contents match the approval letter.

Customs

Arriving personnel are authorized to hand-carry personal items, such as a personal computer, cell phone, personal digital assistant, camera, multi-purpose tool (i.e. Leatherman, Gerber). Personnel may not bring laser pointers, pornography, weapons, or handcuffs. Personnel should refer to the Electronic Foreign Clearance Guide for current requirements.

No military equipment, including weapons, weapons accessories, ammunition, body armor, communications equipment, navigation equipment, or night-vision devices can be imported through the local international airport. These items will be confiscated by customs officials at the airport and the personnel responsible will be turned over to the local police.

Items described above may be imported through this base only with the prior written approval of the host nation Ministry of Defense. All items must be screened by customs before exiting the flight line area. There are no exceptions. Items of this nature entering the country without prior approval will be confiscated.

The host nation does not currently recognize classified items as a protected category of cargo. Customs officials may ask to visually search or x-ray containers for classified materials. If these items can be viewed by customs officials without compromising the classified information, the servicemember should submit to the search. If the nature of the material prevents allowing a search, do not bring it into this country unless approval has been coordinated with the Host Nation Coordination Cell. Contact the Host Nation Coordination Cell at 318-437-6106 or 318-437-6101 for assistance. Classified items may be sent by registered U.S. mail (see DoD 5200.1-R and Air Force Instruction 31-401 for specifics).

Right Start Briefings

The Right Start briefing is mandatory for all personnel (military and civilian) assigned here. Pay entitlements will not be started until servicemembers have attended one of these briefings. Right Start is scheduled by PERSCO during

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initial in-processing.

The Right Start briefing normally lasts about two hours and supersedes all other appointments. Attendees must be in uniform of the day (ABUs or flightsuit) and attendance will be taken.

PERSCO

All personnel must process in and out through Personnel Support for Contingency Operations. PERSCO serves as a liaison between deployed members, their home stations, and Air Force Personnel Center.

Testing for WAPS is not available for temporary duty personnel. Members should plan accordingly prior to arrival.

Important reminder: Mobility and deployed medical records must be hand-carried. Do not pack them in luggage.

Items required for in-processing:

- AF Form 245, *Employment Locator and Processing Checklist.*
- Deployable Medical Records (DD Form 2276 and AF Form 1480)
- Dog tags
- CED Orders
- NATO Orders with blue stamp or signature
- vRED printout

Enlisted members who plan to re-enlist or extend during their deployment should contact their MPF **prior** to departure. Regardless of the intent to re-enlist in the AOR, all members must have sufficient retainability (length of deployment plus 30 days) prior to deployment.

Passenger Terminal

Flight information is considered sensitive and requires secure communications.

Mailing address

Your mailing address will be:
Name (Full: First, MI, Last)
Squadron/Office Symbol
APO AE 09309

Mail guidelines

Outgoing letters or sound recordings sent to stateside locations and weighing less than 13 ounces are free. APO to APO mail that is less than 70 pounds or less than 130 inches in length and girth is also free. All other correspondences or packages must have the proper postage before mailing. Local policies and customs prohibit the mailing of certain items into or out of the area. Customs will confiscate these items.

Do not mail:

-Pornographic or sexual items of any type and in any format

-Bulk religious items contrary to the Islamic faith. *Note: A single Bible, crucifix or other religious item intended for personal use, not for proselytizing, may be mailed.*

-Pork or pork products

-Alcoholic beverages or any consumable item containing alcohol including distillation and brewing supplies

-Firearms of any type, including air and toy guns

-Fireworks

-U.S.-issued military equipment (uniforms and associated boots and hats are excluded)

-Controlled substances and drug paraphernalia

-Radio and electronic items including, but not limited to, base stations, handheld transmitters, cordless telephones, global positioning systems, computers, and computer peripherals

-Chemicals, including alcohol (medicinal or industrial)

-Cuban cigars

-Knives

-Sand and soil

Parcel Inspections:

Postal officials must inspect all parcels before acceptance. Personnel should not seal their packages until the contents have been examined. In addition, local customs officials inspect all outgoing and incoming parcels.

Packing guidelines:

Pack items in a sturdy container. Place a copy of the mailing address in the package. Place a copy of your orders in the package if returning to your home station. Place return address and mailing address on only one side of the parcel and use a permanent marker.

Postal Volunteers:

The post office can always use your assistance to pickup, deliver, and sort mail. If you are interested, call the Postmaster at 318-437-8719.

CC Post Office hours:
Monday - Saturday, 0600-2100 and Sunday, 0900-1900

BPC Post Office hours:
Monday - Saturday 0900-1800

For more information on postal services and policies, visit the postal link on the base homepage. Alternatively, you can e-mail the Postmaster at 379ecs-scspo@auab.afcent.af.mil or call 437-8719.

Weather

November through April, mild days and cool nights are typical, with an average high range from 70 to 85 degrees Fahrenheit, while the average low ranges from 55 to 70 degrees Fahrenheit.

May through October, the average high ranges from 93 to 120 degrees Fahrenheit, while the average low ranges from 76 to 86 degrees Fahrenheit.

Time Zone

The host country does not observe daylight savings time and is three hours ahead of Greenwich Mean Time.

Force Protection and Safety

Office of Special Investigation

There is a distinct threat of terrorism in the AOR, and U.S. and coalition personnel are possible targets. Personnel must remain vigilant and report anything that appears suspicious to the Air Force Office of Special Investigations, whether the incident occurs on or off base.

Additionally, foreign intelligence services collect and elicit information regarding "us." Practice good Operation Security and if approached by someone asking questions they shouldn't be – report it! No matter how insignificant the incident may be, it could be the piece of the puzzle needed to determine a threat.

Speed Limits

A 60 kph maximum speed limit exists on base unless otherwise posted by an appropriate traffic control device. Exceptions to the 60 kph limit include:

- Flightline access road and ramp areas west of the access road: 40 kph
- Flightline areas east of the flightline access road: 25 kph
- Flightline areas within 25 feet of aircraft: 15 kph
- Off-road surfaces (dirt, gravel, etc): 10 kph
- Upon entering or exiting entry control points: 20 kph
- Parking lots: 10 kph
- Ops town: 30 kph
- CC and BPC: 25 kph

Vehicle Control Program

Personnel are responsible for all traffic violations. Anyone involved in an accident should call Security Forces, who will then call local police. Personnel must also contact their Vehicle Control Officer.

Vehicle Safety

The use of seat belts by privately-owned vehicle and government-owned vehicle operators and passengers is mandatory. Removal of seat belts from a vehicle already equipped with such equipment is prohibited. Personnel are allowed to ride in truck beds or vehicle cargo areas for mission operations or transportation on base.

Passengers in truck beds or vehicle cargo areas must be seated on the flat portion of the bed, not resting on wheel wells, tailgate or equipment. No portion of the body may touch tailgates.

Passing a vehicle on the left is prohibited on base unless the vehicle being passed is traveling at least 15 kph under the speed limit or is a moped, bicycle, golf cart, gator, all-terrain vehicle, street cleaner or slow moving flightline vehicle and only if passing will not create a traffic hazard.

On-base driving

Personnel must have a valid driver's license to operate a vehicle or speciality license when required.

Use only approved roads. The respective unit vehicle control officer can assist in identifying these.

Off-Base Travel Requirements

Although the personnel here are in a contingency environment, there exists the opportunities to drive off base for official and morale purposes.

Servicemembers must be an E-5 or above to operate a vehicle off base, attend drivers training class, have a state drivers license, carry an "I am an American card," and have a working cell phone with programmed numbers (see force protection).

Unofficial travel can take place Saturdays through Thursdays from 6 a.m. to 11 p.m. and all personnel must sign out and in via the base homepage or Lima No. 1 before departing the base. **Friday travel is for official business only.**

When traveling off base, everyone must wear a seat belt and travel in groups of no less than two but no more than nine. Dress conservatively (in accordance with AFCENT/CC dress and appearance policy), always be aware of the local surroundings and drive defensively, but not recklessly. Report all suspicious activity to AFOSI, security forces, or force protection. Off-base travelers are subject to full or zone recall procedures, and various zones or specific sites may be listed as off-limits as per the current senior staff directive(s).

-Do not lose temper publicly or embarrass anyone.

-Do not show any public displays of affection.

-Do not take photos of military installations, airports, local government buildings, oil refineries, or mosques.

-Do not photograph local nationals without their permission.

-Do not show the soles of feet (it is an insult).

-Do not attempt to speak with local women in public.

-Rotational members are not to consume alcohol.

Flightline Rules and Safety

Bring a restricted area badge from your home station. Line badges will not be issued to TDY members. Personnel must bring a home station AF Form 483 for flightline driving and complete all required local certification training by the unit Flightline Driving Program Manager to be qualified for flightline driving here.

A thorough foreign object damage check must be completed prior to entering the flightline. Reflective belts are required at night or during low visibility.

Do not drive vehicles within 10 feet (circle of safety) of a parked aircraft, except when the aircraft is being serviced, loaded, or off-loaded as prescribed in applicable technical orders. When driving within the circle of safety, a spotter must be used. Any time a vehicle is driven toward an aircraft, a prepositioned wheel chock must be placed between the aircraft and the vehicle.

To enhance flightline safety, vehicle operators, regardless of location, will have (to the maximum extent possible) a land mobile radio or air-to-ground radio (tuned to the "ramp" net or ground control frequency) in their possession at all times while operating on the flightline. Establishing two-way radio contact with tower is only required for access to the Controlled Movement Area.

Dress and Appearance

Uniform

While assigned to, deployed to, or transiting through here, all Air Force personnel will wear the Airman Battle Uniform, Desert Flight Suit or Air Force Physical Training gear at all times.

A minimum of four ABUs are required due to laundry turn-around time.

For service members being promoted while in theatre, bring enough rank to update uniforms.

Bring sand-colored t-shirts, green, tan or black socks, and an ABU cap or boonie style hat.

Reflective belt

Whether in uniform or civilian clothes, reflective belts, worn around the waist only, are mandatory at night and during periods of low visibility. All personnel should bring a reflective belt from their home unit.

No Hat and No Salute Areas

The covered areas in Memorial Plaza and the CAOC, as well as the CC BX complex covered walkway are designated "no hat, no salute" areas, as is the flightline within the entry control points.

Civilian Clothing

The military community is increasingly taking on the role of U.S. ambassadors and, therefore, must ensure a positive image is portrayed at all times.

In accordance with U.S. AFCENT reporting instructions (current as of Feb. 11, 2008), all Air Force personnel deploying to, or transiting through the base will wear DFDU, ABU or the Air Force PT uniform only. Civilian clothing is no longer authorized on base. However, the wear of civilian clothing while traveling on morale trips downtown is required. A couple of conservative civilian shirts or blouses with collars will suffice. Well-fitting, clean jeans, khakis and polo shirts are fine for morale trips. Women may wear skirts as long as the length of the skirt reaches the bottom of the knee. Shoes should also be conservative. Members will not travel in open-toed shoes, sandals, flip-flops or dilapidated footwear. Do not wear clothing that would draw attention to a person being in military service.

PT Gear

The Air Force PT uniform is the only authorized PT gear for Airmen. Footwear will be athletic shoes or issued desert combat boots with white socks. PT shirt is worn tucked in when not actively engaged in intense physical exercise.

Open-toed sandals with a back strap are authorized in CC and BPC when not exercising. Additionally, Croc footwear may be worn; authorized colors are blue, black, silver, white and brown. The laundry is on a three-day turn-around cycle, and the BX has a limited amount of the physical training gear for sale.

In the winter months, bring the Air Force PT jacket and pants, as winter nights can be cool.

Hats

Only Air Force-issued ABU patrol cap or boonie hats and dark blue baseball caps are authorized at any time in PT gear.

The floppy or "boonie" hat brim must hang naturally. It will not be curled, flipped, pinned, altered or hung around the neck. Approved, baseball-style hats optional for wear with the PT gear are a plain dark blue hat without lettering or a plain dark blue hat displaying the official Air Force symbol with or without the lettering "U.S. Air Force, Air Force, USAF." Hats with any other logos to include command patches, other than the Air Force Emblem, are not authorized.

The cap must be worn squarely on the head with the bill facing forward and will not be worn off base.

Miscellaneous

Headphones or earphones are authorized while wearing AF PT gear within the confines of CC and the BPC (to include an MP3-type player). Headphones and earphones are not authorized while operating vehicles, equipment or while running, cycling or walking on or across any roadways. Headphones may be worn on the shuttle bus; however, they are not to be worn at any other time while in uniform.

If ID card is displayed, it should be displayed in one of two methods while in PT gear only:

1) On the general region from the front collar to the waist, either clipped to the shirt or worn around the neck in ID pouch. The ID must be visible from the front.

2) On the right or left arm above the elbow using an ID pouch with elastic strips. The ID must be visible from the front and is not authorized to be worn on legs or lower arms.

Good Order and Discipline

Legal Office

The Legal Office is open from 7 a.m. to 8 p.m. Monday and Wednesday; 7 a.m. to 6 p.m. Tuesday and Thursday; 7 a.m. to 7 p.m.; 8 a.m. to 5 p.m. Saturdays and 11 a.m. to 5 p.m. Sunday. Located in Bldg. 3893 in Ops Town, it is a full-service office able to provide the same services that a home station legal office offers. Call 437-2707 for walk-in hours or wills, Powers of Attorney, and notaries.

Fire Prevention

In case of an emergency, dial 9-1-1 from any on base DSN line. If the fire detection system activates, call 9-1-1. The building fire alarms do not transmit to the fire department automatically at this time. Personnel must call 9-1-1 for the fire department to be notified.

From a cell phone you must first dial 458-9555, then "0" for a base Operator. When the operator picks up, ask to be connected to 9-1-1.

Know the location and proper use of fire extinguishers. The fire department can provide "live" fire extinguisher training upon request.

Personnel should always know two ways out of any facility as well as the escape plan for both work and lodging facilities. Check plans regularly for any updated changes.

Smoke only in designated areas. All approved smoking areas have a sign clearly stating "Designated Smoking Area." Barbeques and open fires require a special permit for each use. Events hosted by the 379th Expeditionary Force Support Squadron are exempt.

Call 379 ECES fire prevention to request a permit or safety briefing. Turn off all air conditioners and other electrical equipment when leaving lodging rooms or offices.

Etiquette

Quiet hours are 24-hours a day in residential areas. Respect neighbors and use recreation areas for noisy activities. Tobacco use, including smokeless tobacco, is only allowed in approved tobacco-use areas.

Smokers will put cigarette butts in butt cans or other approved containers – not on the ground. Never spit tobacco on the ground. Use a container with a lid.

Brushing teeth or other hygiene practices will be done only in the latrines – not in living areas. BPC dormitories is the only exception.

Alcohol

Alcohol cannot be brought into the country, and rotational Air Force members may not purchase alcohol or alcoholic drinks downtown.

Alcohol is served at the Desert Eagle Lounge and is strictly limited to three drinks per day. It must be consumed in the DEL or Memorial Plaza.

CENTCOM General Order 1B and AFCENT General Order 1A

General Orders 1A and 1B are lawful orders issued by the commanders of AFCENT and CENTCOM.

Preservation of good order and discipline in this combat environment is the primary focus of the general orders. The orders also incorporate restrictions based upon Islamic law and Arabic customs in order to preserve good relations with the host nation. An entire copy of the GOs is available from the legal office.

The majority of U.S. Forces, DoD civilians, and DoD contractors entering country immigrate and process customs screening through the base. When an ALLEGED violation of G.O.1-B occurs at the customs processing area, the individual will be immediately apprehended by 379th ESFS responders for APPROPRIATE ACTION, INCLUDING POTENTIAL DISCIPLINARY ACTION.

Violations of the General Orders are punishable under Article 92 of the Uniform Code of Military Justice.

Tell friends and family not to mail or e-mail items that cannot be possessed under the General Orders.

Briefly stated, the following are prohibited:

- **ALCOHOL**: Prohibited, unless distributed by 379 EFSS. Controlled substances are also prohibited.
- **PORNOGRAPHY/SEXUALLY EXPLICIT IMAGES**: Not allowed to possess or introduce into the AOR
- **PHOTOGRAPHY**: Possessing photos of detainees or human remains
- **FIREARMS**: Possession of private firearms or explosives
- **GAMBLING**: To include sports pools, raffles, etc.
- **MOSQUES**: Non-Muslims may not enter
- **PROSELYTIZING**: Of any faith or religion

AFCENT General Order 1A

- **QUARTERS:** Air Force personnel may not enter the living quarters of a member of the opposite sex except for official purposes.

Sexual Assault Victims Options for Reporting and Help

The Sexual Assault Prevention and Response Office is located in Coalition Compound in the Learning Resource Center. The program exists to provide reporting options and resources for victims of sexual assault as well as to provide educational and outreach programs across base. The program is run by the base Sexual Assault Response Coordinator (SARC).

The SARC can be contacted via DSN 437-SARC (7272), 24-hour hotline 587-1741, or e-mail **379AEW.SARC@auab.centaf.af.mil**

Daily Living

Lodging

Living quarters in CC consist of single-story, dormitory-style buildings, with 30 rooms each. Rooms have one or two sets of bunk beds, two wall lockers, a refrigerator and is equipped with 220v outlets and a transformer that converts to use 110v items. Bring a padlock to secure wall lockers. Pillows, pillowcases, sheets and blankets are provided.

Living quarters in BPC consist of two-story dormitories, with 98 suites per building. The suites consist of a common area kitchen and bathroom, desk, dresser, bed and walk-in closet. Rank and duty status determines whether you have a suitemate or not. These dorms have two TV rooms, two game rooms, and laundry facilities. The water in both living areas is potable and approved for drinking and brushing teeth.

You may wish to bring a battery-operated or dual voltage alarm clock that illuminates. The BX also has rugs for sale at a reasonable price. Personnel may wish to bring towels, however, these are also available at the BX.

Billet residents can obtain tools and supplies to perform minor room repairs through the lodging office's Self-Help program. Residents should contact the lodging office for self-help work, or for any major repairs that will require support from the 379th Expeditionary Civil Engineer Squadron facility maintenance.

Self-Help Store

The 379 ECES provides a Self-Help store to allow designated Facility Managers the ability to perform basic repairs and maintenance. The Self-Help program is intended to support small repairs, while CE Customer Service, at 437-2154, is the focal point for larger facility work.

Memorial Plaza

The Memorial Plaza in CC is the hub of entertainment activity. It's a large, tent-covered area where servicemembers can go to relax, listen to music or participate in events.

The plaza is surrounded by the Desert Eagle Lounge, a 500-seat movie theater, media center (with morale phones, internet and webcams), Learning Resource Center (with books, CDs and DVDs available to check out), fitness center, Community Activities Center, and numerous AAFES stands. Most facilities (excluding food stands) are open more than 20 hours a day, seven days a week.

Desert Eagle Lounge

Located near Memorial Plaza, the DEL is the only Services point for alcohol sales. With a sports bar theme, the lounge offers bingo twice a day, billiards, darts and TVs to watch shows and sports programs.

Community Mall

The BPC Community Mall features, Army and Air Force Exchange Service vendors, a base exchange, a theater, a Community Activities Center, barber and beauty shop services, and food courts. Busses shuttle to and from the Community Mall and CC, the CAOC, and Ops Town.

Latrines

Latrines on base are called "Cadillacs." They consist of several showers and sinks per unit, with electrical outlets. Personnel should bring a toiletry bag or basket to carry toiletries from the lodging room to the showers.

Flip flops are ideal for showers, but may only be worn to and from a Cadillac or inside the pool area. Appropriate attire (ABUs or PT gear) is required to and from showers.

In order to preserve water, combat shower rules are in effect with a three-minute time limit for water usage and water from the sink should also be used sparingly.

Servicemembers are asked to follow these Cadillac rules:

– Bathe, but don't barber
– Clean up after yourself
– Do not write or draw on the walls

Shuttle Service

Shuttle service to and from CC, BPC, Ops Town and the CAOC is provided 24/7. The shuttle buses run approximately every 15 minutes except from midnight to 4:30 a.m., when they are every 30 minutes. Allow three- to five-minute variance with shuttle times. Shuttle times are posted at each stop. Allow passengers to exit before boarding the shuttle and always cross the road in front of the bus.

Vehicles are not allowed to pass the shuttle bus when stopped at an approved bus stop with flashers on. This is for the safety of the passengers being loaded and off-loaded. Always watch for pedestrians. Ride sharing is mandatory for those with unit vehicles. **All firearms are prohibited on shuttles**. Transportation for armed personnel is coordinated by the armory.

Chaplain Program

Victory Chapel is located in CC near Memorial Plaza and hosts the Grand-Slam Spiritual Program.

The chapel offers 100 events each week; including 29 worship services and 33 small group studies.

The chapel hosts or sponsors multiple services in the base chapel, at the CAOC and in the BPC. Call 437-8811 or check

out the Desert Eagle for information, dates, times and locations of these programs.

The chapel is open 24 hours a day to provide servicemembers an opportunity to pray, come in for counseling, or just to swing by.

Jack's Place

Located next door to Victory Chapel, Jack's Place is a chapel-sponsored coffee house offering free coffee, books, snacks, toiletries, and a quiet, comfortable place to relax. Open 24/7, like the rest of the chapel, Jack's large recliners and couches welcome you to a great place to study or unwind.

Dining Facilities

The base has four dining facilities and two Grab-n-Go take-out facilities. The Independence DFAC is located in CC, the Manhattan and one Grab-n-Go facility are both located in Ops Town, the other Grab-n-Go is located near the Wing Operations Center, the Somerset is inside the CAOC, and the fourth facility is located in the BPC.

The DFAC hours are as follows:

Manhattan and Somerset
Breakfast - 5 a.m. to 8 a.m.
Lunch - 11 a.m. to 2 p.m.
Dinner - 5 p.m. to 8 p.m.
Midnight - 11 p.m. to 2 a.m.

Independence & Grab-n-Go
Open 24 hours a day

North Ramp Grab-n-Go (K-itchen**)**
Breakfast – 5 a.m. to 8 a.m.
Lunch – 11 a.m. to 2 p.m.
Dinner – 5 p.m. to 8 p.m.

Blatchford-Preston Complex
Breakfast – 6 a.m. to 8:30 a.m.
Lunch – 11 a.m. to 2 p.m.
Dinner – 6 p.m. to 9 p.m.

Laundry

Currently CC residents' laundry is supported by off-base contract and is done at no cost. The drop-off and pick-up points, near Memorial Plaza, are open 24 hours a day, seven days a week, with a three-day turn around.

Uniforms, collared shirts and pants are returned pressed, so irons aren't needed.

Everything comes back folded. Bring a laundry bag. Issued bed linen is also exchanged at the base laundry facility.

BPC occupants are required to utilize the laundry rooms provided in the dorms. CC residents are prohibited from using BPC dormitory laundry facilities. Progressing toward an enduring presence, there is currently one self-help laundry facility near the tents and plans for more self-help laundry facilities in CC.

Dry cleaning is also available with a two- to three-day turn around, depending on when items are turned in.

AAFES

The base exchange is large for the area, but sometimes sells out of certain items for brief periods. Bring enough toiletries for your stay plus one month. Credit cards, debit cards and EagleCash cards are accepted.

There is a small BX in CC located near Memorial Plaza. Hours are from 8 a.m. to 10 p.m. Also in CC are barber and beauty shops, alterations and custom tailor shops, gift shop, jewelry shop, an exchange new car sales office, and Federal Express.

The BPC BX also features barber and beauty shops as well as perfume, jewelry, watch, sand, and rug sales.

The Shoppette in Ops Town is open 24 hours.

Consider bringing these items as they are sometimes out of stock at the BX:
– Electronics such as alarm clock, portable radio, stereo, CD/DVD player
– Hair dryer
– Toothbrush, toothpaste
– Batteries
– Shower shoes
– Towels (three sets with washcloths)
– Leatherman
– Shampoo, conditioner and soap
– Sanitary napkins/tampons
– Sunscreen, lotion (not oil), lip balm
– Reading light or small lamp
– Extension cord/surge protector
– Digital camera
– Black-rimmed sunglasses, dark colored with no writing/ornamentation

Fitness Centers

There are four fitness centers here.

The CC fitness center features a full-sized gym, free weights, aerobic workout areas and cardio machines. There are also two small fitness centers in the Ops-town and CAOC. These centers are open 24 hours a day.

The BPC fitness center features a full-size gym consisting of a free weight area, aerobic and spin areas, a multi-purpose court, racquetball courts, locker rooms, as well as an indoor pool. The BPC Fitness Center is also open 24 hours a day. The staff conducts intramural sports programs, fitness classes, and special events.

Workout towels are not provided, so personnel are encouraged to bring their own or purchase them at the BX.

Swimming Pools

A large 25-meter outdoor pool complex is available in CC and is the only authorized location for sunbathing. This community pool is for lap swimming and recreation. The BPC features a large 25-meter indoor pool available for lap swimming and water aerobics. Individuals will wear either military uniform or PT gear when

traveling to and from the pools. Patrons must shower before entering either pool and may wear flip-flops once in the pool area. Flip-flops will not be worn throughout the rest of the BPC fitness center. Use of oil-based sunscreen at the outdoor pool is not allowed.

Once in the pool and locker room areas, flip-flops may be worn with bathing suits or swim attire. Only conservative swimwear, to include Speedos, is authorized at the base pools. Thongs are not authorized.

Morale Calls

Personnel are limited to two 15-minute morale calls a week: let family and friends know talks will be limited. There are currently no pay phones on base. Calls can be made 22 hours a day, seven days a week at the media center. Due to the cleaning schedule at the media center, members will not be able to make calls during these periods.

Communication and Computer Info

Creation of a network user account requires proof that the user has successfully completed Information Assurance Awareness Training. The training should not expire prior to the end of projected deployment. Users must complete the required training on the Advanced Distributed Learning System website prior to arrival.

Personnel may bring personal laptops to access commercial wireless internet available at hotspots throughout common areas in CC and BPC. Government issued and personal laptops brought from home stations may be used in lodging rooms; however, prior to being placed on the network these machines must be reformatted and reloaded with the current USAFCENT computer image. Presently that image includes Windows XP Professional and Office 2003 -- Microsoft Vista is not authorized at this time. A release form will be signed prior to imaging and the original configuration will not be reloaded upon departure. If available, bring driver disks, as this saves a few days of time. Personnel bringing a government-issued laptop for use in the dorms must provide their own CAC reader and network cabling. Personal laptops will not be imaged for use on the network.

Base Homepage and Bulletin Board

Accessible only from the base, the base homepage is a "one-stop shopping source" for information regarding activities and the policies and publications in effect.

This site also contains links to base units and the CC Management Plan, which consolidates information regarding CC. The base bulletin board is found on the base homepage under "Hotlinks" and is for the use of members.

Appropriate use includes, but is not limited to: lost and found, organization meetings, notices, community event notices, personal items for sale or trade, hobby information, want ads and share-a-ride details in accordance with off-base travel guidance.

Use as an open forum for discussions or as a chat room is not authorized. Prohibited activities are identified in AFI 33-119 and AFI 33-129.

Media, Education, Learning Resource and Community Activities Centers

In CC, the media center offers morale phones and several computers.

The Learning Resource Center has a book exchange, magazines, study guides as well as CD and DVD check-out services. There is also a room with a mini-DVD camera available for recording videos to send to family and friends.

In the BPC, the Education Center provides multiple testing opportunities, including ACT, AFCT, AFOQT CDC, College Level Testing (CLEP, DANTES, and Excelsior), DLAB, DLPT, and both officer and Enlisted PME. They also offer computers for educational purposes, AFIT satellite courses for various AFSCs and on-site college courses.

At the two Community Activities Centers, one in BPC and one in CC, you can watch TV or movies, play a variety of video, card, and board games or hang out with friends.

Airman Readiness Center

The ARC offers a wide variety of services for all U.S Armed Forces members while deployed to Southwest Asia. Services include Reintegration, Personal Financial Management Program, Relocation Assistance Program, Transition Assistance Program, Family Life Education Program, and Leadership Consultation. The ARC is located in Memorial Plaza, Bldg. 10002.

Equal Opportunity

Contact the EO office for assistance with a discrimination or a sexual harassment concern. The office is located in the Learning Resource Center of the CC Compound. Call 437-2512 or cell 587-2671 for more information.

Professional Organizations

All Services and Coalition Forces Welcome

CGOC – Meets every other Friday at 11:30 a.m. in the Twin Towers room of the Manhattan DFAC.

TOP IV (E6-E9) – Meets every second and fourth Thursday at 5 p.m. in the DEL.

Chiefs' Group – Meets every 2nd and 4th Saturday at 11:30 a.m. in the Manhattan DFAC.

Desert 5 (E1-E5) – Meets every first and third Thursday of the month at 7 p.m. in the BPC theater.

First Sergeants Council – Meets every Monday at 1300 in the 369th Expeditionary Mission Support Group Conference Room.

Permanent Party Notes

Visa and Passport Information

In accordance with the Foreign Clearance Guide, all personnel PCSing here are required to have an official passport for residency requirements. A tourist passport is not acceptable. A visa is not required. All personnel must enter and exit country using the same documents (i.e. if you enter on a DoD CAC, you must exit on a DoD CAC). This requirement applies regardless of the point of departure. Contact the home station MPF outbound assignments section for details.

Uniforms

All permanent party personnel assigned here will receive the following items upon arrival (subject to availability):

– Four sets of battle dress uniforms or desert flightsuits as required (or three flightsuits and one other set)
– One pair of desert boots (steel toe or non-steel toe) can be replaced as required
– One ABU APEC jacket and pants
– One fleece liner
– Two polypropylene shirts
– Two polypropylene pants
– One pair of gloves
– One pair of sunglasses
– Four sets of rank insignia
– Four AFCENT/379th AEW patches
– Four "USAF" tapes
– Two hats, ABU cap or "floppy"

A unit supply representative must accompany new permanent party personnel for uniform issue or a signed, issue-authorization letter may be issued to the new member in lieu of the supply representative's presence.

An e-copy of the uniform issue letter is available from the Desert Depot.

Personnel arriving without proper name tapes can obtain them at the AAFES alterations facility in CC through a locally established Blanket Purchase Agreement.

Sewing services and name tapes are provided by the AAFES alteration facility. Desert Depot personnel provide written authorization for sewing services.

Note: Additional uniform items will be issued to some people based on squadron specific requirements. Reimbursement is not be provided to people who purchase uniform items using personal expenses.

Moving

Unlike most bases, this base is considered a forward-deployed location with limited space for personal property. Permanent party members should only ship necessities within their unaccompanied baggage authorization.

Coordination with your sponsor is critical to ensure you bring only the items needed. Members are not authorized to ship vehicles, motorcycles, furniture or pets. Dependants are not allowed to move with you. Chemical Warfare Defense Ensemble (including gas mask) and Individual Body Armor are provided.

The BPC rooms have a small kitchen area with a microwave. It is highly recommended that anyone PCSing to the base send a copy of their orders, front and back copy of their ID card, and unaccompanied baggage inventory to the 379 ELRS/LGRT Traffic Management Office (DSN 318-436-0841) to expedite delivery of their personal property.

To send items after an unaccompanied baggage pick up, mail them through the U.S. Postal Service. Servicemembers should keep their receipt to file with their travel voucher.

Telephone numbers

AFOSI, Detachment 241	**437-2640**
AFOSI Eagle Eyes	437-3937
Air Reserve Component Advisor	436-4009
Air Termial Operations Center	**437-2597 or 437-2582**
Alterations	437-8784
Base Exchange	**437-8751 or 437-8752**
Base Exchange at BPC	437-4019
CE Customer Service	**437-2154**
Chapel	437-8811 or 437-7576
Coffee Beanery	**437-7421**
Communications Focal Point	437-2666
Desert Depot	**436-0567**
Desert Eagle Lounge	437-8729
Dining Facility (Somerset, CAOC)	**436-4341**
Dining Facility (Independence, CC)	437-8833 or 437-8835
Dining Facility (Manhattan, Ops Town)	**437-5171 or 437-5172**
Dining Facility (BPC)	437-4023
Education Center	**437-8710 (FAX 437-8709)**
EMERGENCY	**9-1-1**
Equal Opportunity	437-2512 or 437-7598
Fire Prevention (barbecue permit/safety)	**437-2529**
Fitness Center - CC	437-8711
Fitness Center - BPC	**437-0044**
Flight Medicine/Ops Town	437-2426 or 437-2427
Force Protection	**436-0198 or 436-0118**
Grab-N-Go	437-2482 or 437-2479
Hospital Front Desk	**437-4216**
Law Enforcement Desk	**437-2680**
Legal Office	437-2725
Lodging Manager	437-8303 or 437-8306
Manpower	**437-2803**
Media Center	437-8853 or 437-8838
Mental health	**437-8767 or 437-8769**
Military and Travel Pay - Customer Service	**437-8735 or 437-8686**
New Car Sales	**437-8781**
PAX Terminal Representative	437-2598 or 437-2564
PERSCO	**437-2724**
Post Office	437-8719
Public Affairs Chief	**436-0100 or 436-0109**
Public Health	437-8741 or 437-8738
Recreation Center	**437-8763 or 437-8801**
Security Forces	437-2669
Vehicle Maintenance	437-2388 or 437-3170

Photos provided by 379 AEW Public Affairs Office

Again, welcome to the 379th AEW!

The mission of the largest combat wing in theater requires the utmost professionalism and dedication of everyone. Be sure to familiarize yourself with the Management Plans on the intranet after arrival, as well as other base-unique guidance. Knowing and following the rules and policies will help to fulfill your part in making the mission a success, and ensure your tour here is a memorable one. Remember: ***MISSION FIRST!***

For the latest edition of the **DESERT EAGLE**, the 379 AEW's base newspaper, visit *www.379aew.afnews.af.mil*