

379TH AIR EXPEDITIONARY WING



NEWCOMER'S GUIDE

AUGUST 2010



MISSION FIRST!

Welcome to the 379th Air Expeditionary Wing – the historic Grand Slam Wing! I’m excited beyond measure for you to join our team here. I respectfully believe you will find this will be one of the most memorable, fast-paced and professionally rewarding assignments or deployments you will encounter in your Air Force career. The 379 AEW is the largest, most diverse expeditionary wing in the AOR. Within this installation, we serve alongside every U.S. service as well as England and Australia.

We are a full spectrum Air Force wing ... providing 24/7 kinetic and non-kinetic airpower to meet the tasks of the USAFCENT Commander. We provide meaningful tactical control, space, cyber and logistics support teams providing critical theater-wide capability. We provide focused base support to our mission partners at this station and are growing an appropriately integrated relationship with our host nation. We are also striving to ensure we are building the infrastructure and processes to enable this station to be prepared to support our mission, our mission partners as well as mobility throughput in the coming years.

During our tenure of service together, I respectfully request your fullest effort to prosecute our mission as directed with all appropriate guidance and in accordance with how you’ve been taught and trained. I also ask for your fullest consideration to conduct yourselves nobly, with compassion for our friends and allies ... and unrelenting determination to prevail in the fight ... while always striving to earn the great trust and respect we receive as members of the U.S. Air Force.

As the below paragraphs outline, During your tour of duty, whether it’s 60, 90, 120, 179 or 365 days, I’m respectfully requesting you to focus on the “M.A.P.” ... that is Mission First! – Airmen – Partners.

Mission First! Our priority ... is to execute the mission as tasked and directed by HQ U.S. Air Forces Central, while maintaining formation integrity with our leadership. A key measure of our success is determined by the supported commanders in the fight and their satisfaction of our support. As an integral aspect of our mission ...

we need to provide unrivaled support to our mission partners and always strive to seek to answer their valid request as “yes.”

As a significant aspect of our “Mission First!” charge ... is the need to be **Prepared and Vigilant**. We must plan and prepare to operate under elevated threat conditions. Our efforts will continue to center in achieving sufficient and effective ability to survive and operate. However, as we are already operating on a wartime tempo, our preparedness efforts must be de-conflicted from execution of the USAFCENT Commander’s Air and Space tasking Order.

Airmen – Minimize Risk, Honor service and keep Airmen on task! While executing our mission ... we need to always **minimize risk** to both people and mission in every way possible. We are striving to institute a culture that every Airman, every time ... takes steps to conduct tasks that involve elevated risk or regret factors ... fully ready to conduct that task with minimum risk.

In honoring service ... and keeping our Airmen on Task, we seek to appropriately honor those who strive to make a difference while executing our mission. We seek for all members of the 379 AEW to maintain and build upon “full spectrum wellness.” We continue to seek to improve rapport and coordination with our force providers to better ensure the ability to seamlessly transition forces to and from our wing, while also seeking to appropriately communicate the successful efforts of our Airmen.

Our goal remains to return Airmen to home station proud of their AOR service, successfully integrated with their families and home units ... ready for their next Air Force challenge.

Partners – Trust and Teamwork and working with our host nation and coalition mission partners toward a **coordinated, and enduring future**. We are continuing to strive to purposefully and sincerely cultivate ever improving relations as respectful guests to our host nation and seek to ever gain on the past successes of previous rotations of 379 AEW personnel, while setting the stage for a successful transition for

those who follow.

As the host nation continues to make progress in establishing their Air Force operations at this station, we will continue to develop more comprehensive “shoulder to shoulder” operations closely coordinated with the host nation to ensure the effectiveness of both our operations as seamlessly as possible/practical. We are also continuing to develop our Expeditionary to Enduring processes and infrastructure. This path may likely require more personnel and resources to properly equip the future of this installation over time. As such, we will continue to stay closely lashed in coordination with U.S. AFCENT and our host nation, while appropriately continuing to maintain existing infrastructure.

I sincerely appreciate you, patriots all, for joining our team to serve here to make a difference in supporting our nation in these current conflicts. Frankly, it is a privilege and honor beyond measure to serve as your commander. Please know we are blessed and fortunate to stand on the shoulders of giants ... the men and women who have served in this wing before us.

So now, I respectfully ask you to lend us your strength, skill and wisdom in conducting your assigned role in our mission, and while doing so, take good care of your fellow Airmen, mission partners and yourself while serving as respectful guests of our host nation. Help us to leave the mission and our installation better than we found it.

As you join or rejoin the Grand Slam Wing, please know, we will face daunting challenges during our tenure of service together and we are counting on you to bring your courage and energy to your duties every day!

Please guide your actions according to the “M.A.P.” and remember, no matter what role you play, your contributions are essential to our noble mission of taking the fight to the enemy, in order to prevent the enemy from taking the fight to our country as well as the shores of our coalition partners and allies. Now, let’s get to work to win these fights ...

Warmest and best, Randy “Church” Kee ... Brig Gen USAF, Slam 1

SWA 101



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

The BPC opened officially in February 2008 and includes 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 New Dawn 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 Bldg. 6881 of the North East Ramp, adjacent to the Wing Operations Center. Pass and ID, Defense Biometrics Identification System, 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 BPC outpatient clinic and at the flight



medicine clinic located in Ops Town for aircrew members.

Public affairs

The 379th AEW Public Affairs office is located in the Wing Operations Center. It produces a monthly magazine, *The Desert Eagle*.

Public Affairs also maintains a Web site with news, information, videos and photos at www.379aew.afcent.af.mil. Additionally, you can find the 379th AEW on Facebook by typing 379th Air Expeditionary Wing in the search block.

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 Web site. Contact Public Affairs for more information at 436-0109.

Finance

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

EagleCash stored-value card program is used in lieu of cash or checks on base. All deployed personnel (military, civilian and contractors) must present an

EagleCash card to utilize finance office check cashing services. Servicemembers may apply for and receive an EagleCash card at finance. With EagleCash, members may load up to \$350 daily onto the card and transfer funds between cards from any kiosk located on base. Withdrawals in U.S. and local currency from or to the card are available at finance in limited quantities. Presently, there are no ATMs on base, but many are available downtown. Many establishments also accept credit cards. Checks will only be cashed under extreme emergency situations and on a case-by-case basis.

Additional pay entitlements while deployed in the AOR may 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 funds into an account that earns up to 10 percent per annum after being on station for 30 consecutive days. Finance may also assist in filing travel accruals to pay official government travel card balances.

Finance hours of operation: Monday to Saturday, 7 a.m. to 7 p.m.; Sunday, 9 a.m. to 5 p.m. Military must be in uniform (ABU/PT) for service.

To contact finance customer service, email: 379ecptscustomerserv@auab.afcent.af.mil or call 437-8686.



SWA 101

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 Air Reserve Component and Air National Guard Advisors who can be reached at 436-4009.

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 service-members 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, weapon-related items (i.e. magazines), handcuffs or alcohol -- even from the airplane on which they arrived.

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 318-437-6180 or 318-437-6104 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).

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.

Right Start briefings

The Right Start briefing is mandatory for all personnel (military and civilian) assigned here. Right Start is scheduled by PERSCO during 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.

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/associated boots/hats 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 318-437-0099.

CC Post Office hours

Monday to Saturday, 7 a.m. to 7 p.m. and Sunday, 9 a.m. to 7 p.m.

BPC Post Office hours

Monday to Saturday, 8 a.m. to 8 p.m.
Closed on Sunday

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.postoffice@auab.afcent.af.mil or call 437-0099.

Mailing address

Your mailing address will be:
Name (Full: First, MI, Last)
Squadron/Office Symbol
APO AE 09309
(Do not use rank in address)

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 saving time and is three hours ahead of Greenwich Mean (Zulu) Time.



Force Protection and Safety

Office of Special Investigations

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 Operations 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: 10 kph
- Upon entering or exiting entry control points: 20 kph
- Parking lots: 10 kph
- Ops town: 30 kph
- CC: 30 kph and BPC: 40 kph

Vehicle control program

Traffic violations will be forwarded to the violator's responsible chain of command for appropriate action.

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 and government-owned vehicle operators and passengers is mandatory. Removal of seat belts 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.

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.

All U.S. military and contractor personnel are required to enroll in the Defense Biometrics Identification System prior to exiting the installation.

Unofficial travel can take place daily from 6 a.m. to midnight and all personnel must sign out/in via the base homepage before departing the base.

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, 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 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.

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

- Members are not to consume alcohol.

Flightline rules and safety

Bring a restricted area badge from your home station. TDY personnel who do not utilize a home station Restricted Area Badge and require access to base restricted areas may be issued a badge if mission dictates. 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.

Operations Security

All AUAB personnel will practice good OPSEC measures, which include:

- Understand and ensure protection of the Critical Information List (CIL). Reference AFI 10-701 and AUABI 10-701 (Operations Security).

- All paper products, with the exception of newspapers and magazines, will be shredded.

- Do not discuss classified, sensitive or operational topics in public.

- Use secure communications to the maximum extent possible to protect critical information. Cell phones are not encrypted and can be monitored, so do not discuss sensitive, classified or operational information on cell phones.

- Encrypt NIPR e-mails containing sensitive, privacy act and for official use only information.

- Properly sanitize and dispose of military uniforms, to include PT uniforms. Use uniform drop-off boxes to dispose of unwanted items.

- When referring to our location, use “undisclosed location in Southwest Asia” instead of the name of the base.

- Maintain control of issued military ID cards and access badges.

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, PT 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

Designated areas in Memorial Plaza, as well as the CC BX complex covered walkway and the passenger terminal waiting area, 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 USAFCENT reporting instructions (current as of May 25, 2010), all Air Force personnel deploying to, or transiting through the base will wear desert flight suit, ABU or the Air Force PT uniform only. Civilian clothing is not 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 uniform

The Air Force PT uniform is the only authorized work out attire for Airmen. PT shirt will be tucked in at all times when worn. Five-finger shoes are authorized, but socks must be worn with them.

The laundry is on a three-day turn-around cycle, and the BX has a very 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 are authorized with the Airman Battle Uniform, and Air Force-issued DCU patrol cap or boonie hats with Desert Flight Suit. The floppy or "boonie" hat brim must hang naturally. It will not be curled, flipped, pinned, altered or hung around the neck.

Only approved, baseball-style hats may be worn with the PT uniform, as an option, and must be 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 uniform 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.

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 8 a.m. to 6 p.m. Monday through Friday; 9 a.m. to 4 p.m. Saturday and Sunday. Located in Bldg. 3892 in Ops Town, it is a full-service office able to provide the same services a home station legal office offers.

Powers of Attorney and notaries are available on a walk-in basis. Call 437-2707 to schedule an appointment for other legal services.

Area Defense Counsel

The Area Defense Counsel provides

defense services to Airmen in the AFCENT AOR and CJTF-HOA. The ADC helps Air Force members facing criminal or administrative investigations, courts-martial, Articles 15, and other adverse actions. The ADC is located in Ops Town, Bldg. 3945, behind the Manhattan Dining Facility. Drop by, call 437-6300 or e-mail afloa.adc@auab.afcent.af.mil to schedule an appointment.

Fire prevention

In an emergency, dial 9-1-1 from any on-base DSN line. If the fire detection system activates, call 9-1-1. Building fire alarms don't transmit to the fire department automatically. Personnel must call 9-1-1 for the fire department to be notified.

From a cell phone you must first dial 4458-9555, 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 plans for both work and lodging facilities. Smoke only in designated areas. All approved smoking areas have a sign clearly stating "Designated Smoking Area." Barbecues and open fires require a special permit for each use. Events hosted by the 379th Expeditionary Force Support Squadron are exempt.

Call 379th 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.

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 dormitory rooms are the only exception.

Alcohol

Alcohol cannot be brought into the country, and U.S. Forces, DoD civilians or DoD contractors may not purchase alcohol or alcoholic drinks off base.

Alcohol is served at Memorial Plaza/FOX Sports SkyBox and Kasbah Officers' Lounge and is strictly limited to three drinks per day. It must be consumed in the designated area in which it was purchased.

CENTCOM and AFCENT General Order 1B

General Order 1B is a lawful order issued by the commanders of USAFCENT and USCENTCOM.

Preservation of good order and discipline in a combat environment is the primary focus of the general orders. The orders also incorporate restrictions based upon Islamic law and Arabic customs to preserve good relations with the host nation. An entire copy of the GO is available from the legal office or at <https://afkm.wpafb.af.mil/community/views.home.aspx?Filter=CC-OT-00-05>.

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
- ▶ **QUARTERS:** U.S. Forces and DoD civilians may not enter the quarters of another member of the opposite gender, except for official purposes. This includes quarters on and off the installation.

Sexual Assault Victims Options for reporting/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). If you are a trained victim advocate and would like to help the SARC during your deployment, please contact the SARC.

The SARC can be contacted via DSN 437-SARC (7272), 24-hour hotline 5587-1741, or e-mail 379AEW.SARC@auab.afcent.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 are 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 96 suites per building. The suites consist of a common area kitchen and bathroom, desk, dresser, bed and walk-in closet. 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. 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.

Lodging 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 379th 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 FOX SkyBox, 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.

FOX SkyBox

Located near Memorial Plaza, the FOX SkyBox has a sports bar theme and offers billiards, darts and TVs to watch sports programs. You can purchase and consume alcohol here.

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.

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 (ABU/PT) is required to/from showers.

In order to preserve water, combat shower rules are in effect with a 3-5-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, Log Town, Northeast Ramp and the CAOC is provided 24/7.

Shuttle routes and times are posted at each stop and on the 379th AEW SharePoint page under the "Newcomers" tab. Please allow passengers to exit before boarding the shuttle and always cross the road in front of the bus.

Vehicles are not allowed to pass shuttle buses 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.

For more info, call 436-0635 or e-mail shuttlebusfeedback@auab.afcent.af.mil.

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, CAOC and in the BPC Mall area. 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 an opportunity to pray, come in for counseling, or just to swing by.



Daily Living

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 recliners and couches welcome you to a great place to study or unwind.

Dining facilities

The base has three 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, and the third facility is located in the BPC.

The DFAC hours are as follows:

Manhattan

Breakfast - 5 a.m. to 8:30 a.m.

Lunch - 11 a.m. to 2 p.m.

Dinner - 5 p.m. to 8:30 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-kitchen)

Breakfast - 5 a.m. to 8:30 a.m.

Lunch - 11 a.m. to 2 p.m.

Dinner - 5 p.m. to 8:30 p.m.

Blatchford-Preston Complex

Breakfast - 5 a.m. to 8:30 a.m.

Lunch - 11 a.m. to 2 p.m.

Dinner - 5 p.m. to 8:30 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 around the clock, with a three-day turn around.

Servicemembers are reminded to remove ID cards, line badges, paperwork and other items before turning in laundry in the interest of Operational Security.

Uniforms, collared shirts and pants are returned pressed, so irons aren't needed. Bring a laundry bag. Issued bed linen is also exchanged at the base laundry facility.



BPC occupants are required to use the laundry rooms provided in the dorms. CC residents are prohibited from using BPC dormitory laundry facilities. There are three self-help laundry facilities 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.

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. Also in CC are barber and beauty shops, alterations and custom tailor shops, gift shop, jewelry shop, an exchange new car sales office.

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 and offers a variety of items specifically of interest to transient personnel.

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

Fitness centers

There are three fitness centers here.

The CC fitness center features a full-sized gym, free weights, aerobic workout areas and cardio machines. There is also a small fitness center in Ops Town. This center is 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 staff conducts intramural sports programs, fitness classes and special events.

Swimming Pools

A large 25-meter outdoor pool complex is available in CC - the only authorized location for sunbathing. This 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 uniform 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 in 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

Daily Living



base pools. Thongs are not authorized.

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 Web site prior to arrival.

As a reminder, absolutely no USB devices (iPod, mp3 player, cell phone, flash media, etc.) can be plugged into government computers. Plugging in these devices, even just to charge them, will result in your NIPR account being locked.

Personnel are encouraged to bring personal laptops to access free commercial wireless Internet available at hotspots throughout common areas in CC and BPC. For those interested in staying connected with those back home via Skype, a headset might help, as well.

Base SharePoint and bulletin board

Accessible only from the base, the base SharePoint site is a “one-stop shopping source” for information regarding activities, and the policies and publications in effect.

The base bulletin board is found on the base homepage under “Hotlinks” and is for the use of members.

Appropriate use includes: 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 AFIs 33-119 and 33-129.

Media, Education, Learning Resource and Community Activities Centers

The CC Media Center offers morale phones and several computers.

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. Members may not make call during the daily media center cleaning period.

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

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 Community Activities Centers, in BPC and 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 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 discrimination or sexual harassment concerns. The office is located in the CC Learning Resource Center. Call 437-2512 for more information.

Professional Organizations

All services and coalition forces welcome

CGOC – Brings CGOs together to foster professional development and help around the base and in the community.

Chiefs Group – Supports enlisted programs to improve the working and recreational conditions of the base.

First Sergeants Council – This council develops and strengthens group cohesiveness and improves quality of life initiatives.

Top 3 (E7-E9) – Meets regularly to promote morale, esprit de corps and professional development.

Rising 6 (E1-E6) – Meets regularly to discuss issues that affect the morale of base members. This group also sponsors base-wide events.

Voting program

Remember that even though you are overseas, you still have the right to vote in State and Federal elections. The process is simple and some steps can be handled on-line. Also remember that once you return home after your deployment, to update your registration so future ballots are sent to the correct address. Once you arrive on station, contact your unit voting officer for details and the latest information or visit <http://www.fvap.gov/>.



Permanent Party Notes

Visa and passport information

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 (if available):

- Four sets of ABUs or desert flightsuits as required (or three flightsuits and one other set)
- One pair of desert boots (steel 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 "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.

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 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. E-6 and below might have a roommate and limited space. They are suggested to ship only 250 pounds or less of personal property.

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. Refer to Page 5 for mailing restrictions. Dependents are not allowed to move with you. Chemical Warfare Defense Ensemble

(including gas mask) and Individual Body Armor are provided here.

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/LGRD Personal Property 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. See Personal Property Office for reimbursement letter.

Telephone numbers



AFOSI, Detachment 241	437-2640
AFOSI Eagle Eyes	437-3937
Air Reserve Component Advisor	436-4009
Air Terminal Operations Center	437-2597 or 437-2582
Alterations	437-8784
Area Defense Counsel	437-6300
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
Finance Customer Service	437-8686
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
Base Defense Operations Center	437-2669
Legal Office	437-2707
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	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 379th 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 base-unique guidance after your arrival. 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 magazine, visit www.379aew.afnews.af.mil