

DEPARTMENT OF THE ARMY
US ARMY INSTALLATION MANAGEMENT COMMAND
HEADQUARTERS, UNITED STATES ARMY GARRISON, FORT BELVOIR
9820 FLAGLER ROAD, SUITE 213
FORT BELVOIR, VIRGINIA 22060-5928

Order 103-10

13 April 2018

POIRIER, KRISTOPHER [REDACTED] MAJ DEF THREAT RED AGCY (WIKJAA) Fort Belvoir, VA
22060

You will proceed on permanent change of station as shown. Information concerning your port call will be provided separately.

Assigned to: USAG FT WAINWRIGHT (W6L7AA) Fort Wainwright, AK 99505 (ALASKA)
Reporting date: **15 JUNE 2018**. Early reporting (up to 30 days) is authorized to the PCS station.
Additional instructions:

(a) **Any Soldier traveling Temporary Duty (TDY) enroute or returning, Soldiers must obtain a Defense Travel System Order (DTS) or a DD Form 1610, prior to departing losing Command.**

(b) Report to the installation In/Out-Processing Center for out-processing.

[REDACTED]
(d) Be advised that temporary lodging allowance (TLA) is not authorized until you sign into post. TLA is not authorized while on LEAVE OR ON PERMISSIVE TDY for house-hunting.

(e) Be advised - do not set up your hotel reservations through a 3rd party website. Call the hotel directly, or use the website for that hotel.

(f) **Accompanied privately-owned vehicle travel via the Alaskan Marine Highway or the Alaskan/Canadian (ALCAN) Highway is authorized. If travel by the Alaska Marine Highway (Ferry) is elected, reimbursement is limited to 20 measurement tons. Cost beyond 20 measurement tons will be borne by the Soldier. For additional information concerning the ferry service visit: <http://www.dot.state.ak.us/amhs/>. If you are traveling by land and need information concerning passports, visit the Customs and Border Protection website at: www.cbp.gov, or contact the Office of Public Affairs at 1-877-227-5511.**

(g) **If traveling through Canada with firearms, you can reach a Chief Firearms Officer for Authorization by calling 1-800-731-4000. Complete information on Canadian guns laws may be obtained at: www.cfc.ca/cfc.gc.ca.**

(h) Leave data as stated in DA form 31. Ensure that you have a DA Form 31 in your possession before departing.

(i) You are authorized shipment of HHGs and POV. If you are shipping, moving or storing personal property, you must go to www.move.mil, and register for system access and receive a password to make your arrangements through the Defense Personal Property System (DPS). Do not move or store personal property without transportation office approval and counseling. Print and sign all DPS forms, bring a copy of your orders/amendments with the signed forms to your local Transportation Office. Contact the transportation office at your new duty station immediately after arrival to arrange delivery or approve storage.

(j) **All official travel must be arranged through Commercial Travel Office under contract to the Government. Official travel arranged through CTO not under contract to the Government is not reimbursable. CTO will provide instructions and make arrangements for any required changes in travel plans. Contact CWT-Travel Leaders – Reservation: 703-767-8148; FAX: 703-767-8151; email: tbenson@travelleaders.com.**

(k) **You are authorized to personally procure your PCS travel in accordance with the Joint Federal Travel Regulations. Reimbursement is limited to the cost authorized for government procured transportation between the old and new duty stations. Use of American Flag carriers is mandatory. Use of the individual billing account (IBA)/ Government Travel Charge Card (GTCC) is authorized.**

(l) For questions regarding any information pertaining to family travel and POV authorization, call DSN 317-353-3546 or Comm (907) 353-3546, email: usarmy.wainwright.imcom.mbx.mpd-family-travel@mail.mil.

(m) Contact the Human Resources Contact Center at (800) 582-5552 in the event you need emergency assistance during your permanent change of station.

(n) **Shipping/Receiving Your POV:** You are authorized to take 2 POVs by the following means: Ship one, drive one. Refer to <https://www.psmypov.com> for information on shipping and receiving your POV or by calling; Local: 667-401-0770 – Toll Free: 855-389-9499 – FAX: 410-561-6971.

(o) Per HQDA EXORD 161-15 Army-wide Implementation of the Total Army Sponsorship Program (TASP) Army Career Tracker Sponsorship Module, Active Component, upon receipt of your ACT Sponsorship notification, complete DA Form 5434, Sections 1, 2, 4, and 5 in the ACT Sponsorship Module.

(p) In order to facilitate your PCS, you must enroll in the Total Army Sponsorship Program (TASP) by visiting <https://actnow.army.mil>, complete DA Form 5434, and request a sponsor using Army Career Tracker (ACT) by using the following steps:

1. Click the "messages" dropdown menu.

2. Click DA Form 5434.

3. Click "create new form."

4. Fill out all applicable sections (sections 1, 2, 4, 5). Once you complete the DA Form 5434, your sponsor will be notified and will contact you as soon as possible. If your sponsor changes, you will receive a new notification in the "messages" section. This process applies to all active component Soldiers in the ranks of Private (E-1) through Colonel (O-5). TASP ensures that soldiers on assignment instructions are better integrated to their gaining installation thru the use of sponsorship thus reducing the stress of reporting to a new unit. The program enhances resiliency and improves readiness among Soldiers, Family Members and Civilians.

(q) To obtain information on housing at your new duty station, contact the Office of the Chief of Staff for Installation Management's website (<http://www.hqda.army.mil/acsim/relocate.htm>), which contains links to individual installation ACSIM (housing and relocation) websites and other OSD websites regarding relocation.

(r) Contact the installation housing office at your new duty station to determine the availability of quarters before moving dependents or entering into any housing agreement.

(s) You are required to forward a DA form 3955, Change of Address Card, containing your new home address, your phone numbers, and current home and duty electronic mail address to your HRC – Knox assignment manager within 30 days of arrival at your new duty station upon change of residence.

(t) All PCS travelers are authorized two pieces of checked baggage, not to exceed 50 lbs per bag. This allowance of 2 pieces @ 50 lbs per PCS is in addition to any free check baggage allowance the carrier provides. Travelers should be directed to contact the air carrier to determine their free checked baggage allowance. The cost of shipping this baggage must be initially borne by the traveler(s), however, it is a reimbursable expense that may be charged to the Soldier's GTCC. The Soldier must request and retain receipts for the shipment of baggage. These receipts must be provided when submitting the final travel voucher.

(u) To obtain information and assistance about your next duty station, go to <http://www.militaryonesource.mil/moving>. For further information or assistance, contact your local Army Community Service Relocation Office. For the National Capital Region, call 1-800-477-9571 or DSN 426-3510 or email: usarmy.jbmhh.asa.mbx.acs-relocation@mail.mil. The office is open Monday-Friday 0730-1600 EST.

(v) If you are authorized permissive temporary duty, you must report to the housing officer servicing in your new duty station on the day your PERMISSIVE TDY begins with your DA FORM 31. PERMISSIVE TDY will end on the date specified on your DA FORM 31 or on the date you sign into your new duty station, whichever comes first.

(w) You are authorized to ship retained issue OCIE as indicated in CTA 50-900 Appendix F at government expense with your household goods as PBP&E or in separate freight shipment. Your local Central Issue Facility can tell you what items you are authorized to retain and ship. Your Installation Transportation Office can assist in determining the most advantageous method of shipment.

(x) Prior to transfer, member is required to visit the Moving Made Easy TRICARE site at www.tricare.mil/moving and follow the instructions for transferring TRICARE Prime Option.

(y) Should emergency situations arise while enroute, contact the United States Army Alaska Replacement Detachment at Fort Wainwright DSN: 317-353-4311 or commercial 353-4311.

(z) Soldiers moving to a privatized housing under the Army's Residential Communities Initiative (RCI) must comply with all applicable state, federal and local laws and all installation specific requirements associated with the ownership, registration, control, and vaccination of pets. Soldiers residing in privatized housing under the Army's Residential Communities Initiative (RCI) may not board any dog or a breed (including a mixed breed) that is deemed "aggressive or potentially aggressive" unless the dog is a certified military working dog that is being boarded by its Handler/Trainer. Aggressive or potentially aggressive breeds of dogs are defined as Pit Bulls (American Staffordshire Bull Terriers or English Staffordshire Bull Terriers), Rottweilers, Doberman Pinchers, Chows, and Wolf Hybrids. Prohibition also extends to other dogs that demonstrate a propensity for dominant or

aggressive behavior as indicated by any of the following types of conduct: 1. Unprovoked barking, growling, or snarling at people approaching the animal; 2. Aggressively running along fence lines when people are around.

(aa) Officers who are ordered TDY enroute in conjunction with this PCS order where the TDY location is at the same post/camp/station as the current or follow-on PCS assignment are not entitled to TDY per diem while at the TDY school. Furthermore report date to the PCS location should reflect 30 days prior to the start date of the schooling to ensure sufficient time for receipt and set-up of household goods prior to start date of schooling.

(bb) In accordance with Army Regulation 350-100, this reassignment will cause you to incur an Active Duty Service Obligation (ADSO) to the Army, one year for a move to a CONUS location or the overseas tour length prescribed in Army Regulation 614-30. Consult your local military personnel office and/or Army Regulation 350-100 to determine what, if any, impact this reassignment will have on your service to the Army.

(cc) Effective 31 Dec 07, customs and border patrol will enforce the Intelligence Reform and Terrorism Prevention Act (IRTPA). IRTPA will require all civilians, including DOD civilians and family members, to have a valid passport to reenter the United States, including Alaska, from Canada. Proof of citizenship for all POV occupants is required in the form of a passport. Questions on travel through Canada may be directed to a Canadian Customs Office by calling (204) 983-3500 or (403) 667-6472 outside of Canada or within Canada at 1-800-461-9999. Their website is www.cbsa.asfc.gc.ca. Military ID, orders vehicle registration, and proof of insurance are required when driving thru Canada. Air and Sea Travel transitioning Canada requires a passport effective 23 Jan 07.

(dd) You are highly encouraged to have in possession at least \$1000.00 in the combination of cash, credit or debit card for unforeseen expenses while traveling. Local finance offices can assist with advance travel pay if needed. Soldiers and Families arriving at the Anchorage International Airport that need assistance should call (907) 384-0425. The Armed Service YMCA, Atwood Lounge is located on the South Terminal. The lounge offers unit points of contact, emergency lodging, internet access, showers, and snacks. They can be reached at (907) 248-2535. Soldiers must have a minimum of \$500 cash to cross the Canadian Border. Nationally recognized credit cards will be considered equivalent to \$100 cash. Vehicle Insurance coverage required for travel thru Canada is a minimum of \$200,000, vehicle bodily injury and property damage liability.

(ee) **Prohibited firearms or replicas of prohibited firearms (handguns with barrels less than 105mm or approximately 4 inches, fully automatic or converted automatic) may not be taken into or through Canada. If you are planning to bring any handgun with barrel longer than 4 inches or 105mm, you must acquire an "authorization to transport" from a Provincial Chief Firearms Officer before you arrive at the point of entry into Canada. You cannot get the authorization at the point of entry. If you plan to bring rifles or shotguns, you must declare your firearms. At your first point of entry into Canada, complete a non-resident firearms declaration form in triplicate and pay a fee of \$50 (approximately \$33 USD). Complete information on Canadian gun laws may be obtained at www.cfcafc.gc.ca. Customs can be contacted at 1-800-731-4000.**

(ff) Anyone with a criminal record (including misdemeanors or Driving While Impaired (DWI)) may be barred from entering Canada and must obtain a special waiver well in advance of any planned travel. To determine whether you may be inadmissible and how to overcome this finding, please refer to the Canadian citizenship and immigration website at:

<http://www.cic.gc.ca/english/information/applications/guides/5312E.asp>. **IMPORTANT: If drivers have had a DUI within the past 5 years, immigration officials at the Canadian border will deny you access. Soldiers can utilize the Milepost magazine and website when driving to Alaska. It is a legendary Alaska trip planner and Alaska travel guide to the highways, roads, ferries, lodgings, recreation, sightseeing attractions and services along the Alaska Highway to and within Alaska, including the following Canadian Provinces and Territories: Alberta, British Columbia, Northwest Territories and the Yukon. (<http://www.milepost.com/home>).**

(gg) USARAK Army family housing pet policy is effective in all government owned and leased quarters throughout USARAK. The policy will be enforced even-handedly and without provisions for exception. There will be an absolute limit of two pets per house hold. Violations to this policy will be addressed through one written warning. If a second violation occurs it will result in an eviction from government quarters. TLA will not be paid when government housing is available to incoming families. Soldiers electing to travel with pets must ensure that health certificates are current not more than 30 days old. Birds must be banded and tagged. No exotic or farm animals are allowed in government quarters.

(hh) Soldiers who have not been informed of their projected pinpoint assignment within 90 days of arrival or have not been contacted by a sponsor within 60 days of arrival in Alaska should call the USARAK G1 at (Officers) 907-384-3330 (Enlisted) 907-384-3809 for assistance in obtaining a pinpoint and/or sponsor at www.usarak.army.mil/main.

(ii) For information on USARAK installations (Joint Base Elmendorf-Richardson, Fort Wainwright, and Fort Greely, Alaska), you can go to the following website: <http://www.usarak.army.mil/main/default.asp>.

(jj) Soldiers must have concurrent travel approved from Alaska prior to bringing any family members to Alaska. For Soldiers on orders to Alaska leaving an accompanied overseas command, AR 55-46 para 5-7 applies. Government and economy housing are in short supply. Soldiers must be advised that housing costs in Alaska are extremely high. Authorized BAH allowance will not defray all costs for off-post housing. Soldiers must be prepared to pay 15 to 20% themselves. Effective 1 Sep 91, Soldiers who elect concurrent travel to economy quarters and later choose to move into government quarters will not be authorized movement of household goods at government expense from the off- post address, unless it's a government-directed move. Soldiers who are eligible and desire family travel will submit DA FM 4787 and DD FM 5888. Soldiers with disapproved travel are not authorized travel for their family members. If travel has been disapproved due to medical reasons, IAW AR 614-200 Chap 5, Soldiers may request deletion of orders through compassionate channels or special actions branch.

(kk) Extreme cold weather occurs during the months of October through April. Soldiers arriving to Alaska between these months must have adequate cold weather clothing to protect themselves and Family Members. This includes feet, hands, face and ears. Frostbite can occur within 1 minute of exposure when temperatures dip below -40F. Vehicles should be winterized to 70 below zero. Due to extreme cold temperatures in Alaska, Soldiers will not report in Class A or B uniforms. This includes Soldiers on assignment to their first duty station from any TRADOC post to Alaska. IAW USARAK policy, only Intermediate Cold Weather Boots or Extreme Cold weather boots are authorized wear 15 Oct thru 15 Apr.

(ll) Tour lengths for Fort Wainwright and Fort Richardson are 36 months, regardless of accompanied or unaccompanied tour. Unaccompanied first-term Soldiers must have 24 months of ETS after arrival in Alaska. All assignments to Fort Greely are dependent-restricted 12-month tours.

(mm) Soldiers on PCS orders are authorized to take 2 POVs by the following means: (1) ship one, drive one. Important: if drivers have had a DUI within the past 5 years, immigration officials at the Canadian border will deny you access. Soldiers must ensure that their orders reflect a pinpoint assignment prior to shipping household goods and automobiles. Losing reassignment work centers must ensure that Soldier's orders reflect a pinpoint in Alaska and that Soldiers report to the Replacement Detachment on that installation. All Soldiers are subject to diversion based on operational requirements and assignment priorities.

(nn) Strongly encourage all Soldiers play an active and concerned role in the Exceptional Family Member Program (EFMP) screening process conducted in conjunction with overseas movement. Soldiers must ensure that medical and educational screening is accomplished so that their family member's special needs (if necessary) are addressed before arriving in the overseas command, particularly educational screening. A thorough screening eliminates potential problems and significantly reduces family stress when preparing for overseas movement. Again, be involved in the EFMP screening process. Soldiers on assignment to a remote location overseas (embassy/attaché duty) who are required to attend extensive training enroute, will require additional EFMP screening prior to departure. Submit EFMP coordination request 120 days prior to report date.

(oo) Soldiers desiring to move family members to Alaska at government expense must complete exceptional family member program (EFMP) screening IAW AR 600-8-11 PARA 4-3. Soldiers must receive an approved family travel decision prior to bringing any family members to Alaska. For Soldiers on orders to Alaska leaving an accompanied overseas command, AR 55-46 PARA 5-7 applies. If dependents are EFMP, PCS orders will indicate the authority from Alaska that approved the family travel. Losing installations are responsible for ensuring Soldiers have the required service remaining requirement to fulfill the 36-month requirement for tours to Alaska.

(pp) Soldiers who have been identified to PCS overseas are required to receive a mandatory Security Briefing. You should contact your unit S2, ATO or Security Manager as soon you receive assignment instructions sending you OCONUS. If you have an AKO account you will find the URL and instruction including the universal access code "AWARE" on the main AKO page under Army Wide Announcements. The mandatory briefing can be found directly online at: <https://atlevel1.dtic.mil/at/>. You will use the access code "AWARE" and then have to register using your AKO user ID. Once you have completed the briefing you can print out a certificate of completion. Once this certificate has been printed, it must be signed by your unit S2, ATO or Security Manager.

(qq) Officer must meet height and weight standards as specified in AR 600-9 to be eligible for this assignment.

(rr) Point of contact for this assignment is MAJ Erik Davis, at DSN 312-983-6123, commercial (502) 613-6123, or erik.a.davis10.mil@mail.mil.

(ss) Point of contact for this order is your S1. If further assistance is required, contact Cheryl Garrett, at commercial (703) 806-4950, DSN 656-4950 or email: cheryl.s.garrett.civ@mail.mil.

FOR ARMY USE
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PPD: Not Applicable
PMOS/AOC: 01A
Projected specialty: 01A
Pers con no: BAAW004586
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Con specialty: Not Applicable
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FOR THE COMMANDER:



CHRISTY D. RABRE
Chief, Military Personnel Division

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