

The Places You'll Go



This book belongs to:

Contents

Nodule Objectives	3
Why Do We Move?	4
Activity: Where Could We Go?	5
Off the Beaten Path	6
Activity: Let's Get Moving!	7
nformation Gathering	8
Гhe Cost of Moving- Money	9
Гhe Cost of Moving- Change1	10
Arranging the Move	1
Nove.mil	1
Personally Procured Move (PPM)1	2
On the Move	13
Activity: On the Move Moving Box	4
Гravel1	15
Receiving Your Household Goods (HHG)1	6
Making it Home1	8
Reconnecting as a Family1	.9
Activity: Moving Box	20
Glossary of Key Terms	21
Notes	23
_et's Connect!	24

Module Objectives



In this module we will provide insights and knowledge on the Permanent Change of Station (PCS) process. This includes possible locations, information on potential experiences associated with the move, and the importance of adaptability.

Participants will learn practical skills on how to effectively execute a PCS, know who to contact for assistance, and develop an understanding of the importance of a support network during these times of change.

At the end of this course the participants will be prepared to:

- Name the different types of Marine tours,
- list helpful organizations associated with moving in the military,
- understand the parts associated with moving in the military,
- learn techniques for being flexible before, during, and after the move, and
- identify three benefits of moving regularly.

Why Do We Move?

Directions: Follow along with the facilitator and fill in the blanks.

There are many reasons that, as civilians, we move; wanting a fresh start, a desire to travel, beginning a new job, etc. In the Marine Corps, those reasons are similar but do not look the same.

(PCS) moves are large relocation moves that occur when the Marine has been assigned to a new installation or duty station. Receiving new orders occurs approximately every three years, but are subject to change depending upon the needs of the Marine Corps and your Marine's MOS. Receiving new orders can be fun and exciting. New orders give your Marine a chance to grow in their career, experience new opportunities, and helps your family connect with more members of the military community.

When there is a change in life that is not related to getting orders you may have a

______ move. Sometime these are just a move down the road to a new house, sometimes it's more involved. For example, buying or renting a home off of base, returning home, or transitioning out of the Marine Corps.

Types of PCS

- On an accompanied tour, family members are authorized/sponsored by the Marine Corps to relocate with the Marine and are entitled to all the benefits associated with a military move.
- An unaccompanied tour means that the Marine's family members are not authorized/sponsored by the Marine Corps to relocate with the Marine to the new duty station.
- An overseas tour for a Marine means just that assignment to a duty station outside the continental United States, also referred to OCONUS. Overseas assignments can be accompanied or unaccompanied and will require more planning and preparation time than stateside moves.



Activity: Where Could We Go?

Take a moment and imagine that you could live any place in the world. What does it look like? Is it near the beaches of St. Tropez? Or in the Tuscan Valley? With the assistance of the presenter, use this brainstorming map to identify some potential duty stations.



MODULE EIGHT

Off the Beaten Path

Recruiter/Officer Selection Officer (OSO) Marine Security Guard (MSG) or Marine Corps Embassy Security Group (MCESG)

Drill Instructor (DI) "B-Billets" are when a Marine volunteers or is highly encouraged to participate in an additional duty outside of their normal MOS that can lead to unique and exciting experiences, but also help with a Marine's career progression.

> Combat Instructor

Activity: Let's Get Moving!

Use the spaces on the sides of the box to answer the following question: What is the first thing you would do when you find out you are moving?



Information Gathering

When needing more information on a potential new home location, there are some amazing resources that are available for families.

Information, Referral & Relocation (IRR) Office

After receiving orders, you should make an appointment to speak with an Information & Referral specialist located at Marine and Family Services Center and sign up for a PCS Workshop.

School Liaison Officer (SLO)

If you have children, be sure to reach out to your School Liaison Officer to have all your children's education questions answered.

Your Deployment Readiness Coordinators (DRC) and Uniformed Readiness Coordinators (URC)

DRCs and URCs are there to conduct warm handoffs for outbound and inbound Marines and Families. Reach out to your DRC/URC to get your new unit's information. They may even have a welcome packet!

Sponsorship Program

Another great way to get information about a new duty station is to request a sponsor. The Sponsorship Program can make a Marines' relocation easier. Contact your Information & Referral office to learn how to request a sponsor.

Family Member Travel Screening (FMTS)

Preparing for an overseas PCS? You will need to complete an FMTS. This screening, conducted by the Medical Treatment Facility FMTS office, identifies all potential travel concerns and facilitates coordination with the gaining location. This ensures that the medical, dental, and educational needs of all family members can be supported by the overseas location.

Move.mil

https://installations.militaryonesource.mil/

Move.mil is a great resource to use to locate any installation where you may relocate. Once you have found your new location, a listing of helpful POCs and local resources is provided. Additionally, you will find information on planning your move and various checklists within this website.

Military OneSource

Military OneSource is available 24-7 with up-todate information regarding moving and installation and host country dossier. They can research specific neighborhoods by ZIP code and prepare a personalized report (Know Your Neighborhood). Report topics could include: housing market and pricing, school reports, medical services, crime reports, social and community services, youth programs, and athletics, to name a few.

The Cost of Moving-Money

KEY TERMS

Per Diem: A monetary allowance designed to reimburse the Marine and family the costs associated with meals and lodging when traveling to new duty station.

Dislocation Allowance (DLA): A once per PCS (CONUS and OCONUS) allowance that is designed to help with miscellaneous moving costs.

Monetary Allowance in Lieu of Transportation (MALT): This is also referred to as mileage and is the amount paid to Marine's and families that drive to their new duty station. It is based on the Official Military Table of Distances. It can be paid for two vehicles and must be preapproved to pay for more than two.

Temporary Lodging Allowance

(TLA): An allowance that is intended to offset the cost of temporary housing and meals while waiting for permanent lodging.

Temporary Lodging Expense

(TLE): An allowance that is for CONUS moves only. It is intended to partly reimburse the Marine and family the cost of meals and lodging when temporary housing is needed. Fill in the blanks as the presenter covers the content.

A major consideration when moving involves _____ and

_____, ____, and tours of duty are all part of the Marine Corps life, you are provided ______ and

______ that are intended to pay for the majority of relocation expenses.

Even though the Marine Corps helps pay for the moves, each move can set you back ______ due to security deposits, starting utilities, and other new move expenses.

Knowing what and how much you are ______ to will help you to budget properly.

All Marines with PCS orders are required to use their

_____ (GTC).

Approved travel charges include: ______ (MALT), Temporary Lodging Expenses (TLE), _____, airfare for the Marine and approved traveling dependents, Automated Teller Machine (ATM) Fees , and other incidentals as identified on the _____.



The Cost of Moving-Change



YOU ARE NOT ALONE

Spend time with the family and friends that you will be leaving behind. Friends and family can help you organize your items before the packers come, help on pack-out day by watching your children or pets, or by being with you to supervise the packers. Children can help sort through their things and decide what they want to take and what to give away. This helps them feel they are contributing to the moving experience while helping you.

CHILDREN

Moving (or any major change) can be hard for children of all ages. Be sure to keep the lines of communication open and remember that your attitude determines your family's attitude. For additional newcomer resources for children, reach out to your Child and Youth Program!

REMEMBER YOUR RESOURCES

No matter what costs you're are planning for- financial or emotional-remember you have resources.

Arranging the Move

The last thing to do in planning is arranging the actual move!

When it comes to moving your belongings you need to be familiar with your local Distribution Management Office (DMO). DMO is the office that is in charge of all things moving in the Marine Corps. When you are getting ready to PCS, they are the folks who know the hard facts of what can and can't happen.



Move.mil

The Department of Defense has an entire website devoted to moving. Move.mil will be moving to Military OneSource shortly. The new link will be <u>https://planmymove.militaryonesource.mil</u>. Moving with the Military Overview has lots of great information on moving. A lot of questions can be answered just by scrolling through the source page. It also provides a step-by-step overview of what you can expect during a PCS.

Additionally, this site has a Marine Corps specific section to ensure you see the most update new on Marine Corps moves, and have all the correct point of contact information to help your move happen with relative ease.

Personally Procured Move (PPM)

Directions: Fill in the blanks and take notes as the facilitator presents the information.

If the PCS orders are within the continental U.S., your Marine may get permission, via a written form, from DMO to do a Personally Procured Move (PPM). PPMs are for those families that would prefer to

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CONS

On the Move

Use the information on the clipboard to ensure that your next move is a smooth one. Use the extra space to add in your own personal notes or moving memos.

 Before the Move Checklists Make checklists of the places that need to be notified of your move, the things that you need to pick up and take with you and the first things you need to do when you arrive at your destination. The I&RR Office is a great location to find sample checklists to help you prepare. Pre-inspections – Installation Housing Contact base housing office or your landlord as soon as you get your orders. Checking out of dental, medical, schools, and housing Before you leave, collect copies of your dental and medical records, child(ren)'s school records, and arrange to have the utilities disconnected. Notify all magazines, insurance companies, banks, credit card companies, and the post office of your upcoming move. Moving Day Take pictures of your items. When the movers come, review the inventory with them and keep an eye on the packing. Call DMO if you have any problems with the movers. Make sure you have a good working number for DMO. House of your items of the personal effects that you own on the effective date of orders. The Government will not pay to ship the personal effects that you own on the effective date of orders. The Government will not pay to ship your pets. Some airlines won't fly pets during certain time of the year. Indig Locker This resource is available at some military installations and is accessed through IRR with a copy of your orders. Unaccompanied Baggage Maccompanied Baggage consists of items you will need immediately upon arrival at your destination, pending receipt of your household goods shipment. "INST DAY BOX" your last Iodd Pack everything you and your family will need for the first day at your new home in a box such as, sheets, pillows, toilet paper, soap, towels, drinking glasses, a hammer, and a screw driver. 			
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Final Inspection of Installation Housing Contact your local housing office to determine your local policy.			



Directions: Answer the following question on the side of the box.

What are your favorite moving tips?



CONUS (Continental U.S.) to CONUS

For a stateside move, if you do not have an automobile or cannot travel in this mode for financial reasons, the military will purchase airline tickets for those authorized to travel. Be aware that the government does not pay to have your automobile shipped to the new location in a CONUS move.

CONUS TO OCONUS (Outside the Continental U.S.)

For a stateside to overseas move, the military will provide either commercial or government transportation for everyone authorized on your orders. For this kind of move, entitlements exist to have your privately owned automobile shipped.

Check with DMO for the most recent regulations as they change often -

http://www.move.mil/. Passports and other necessary paperwork will be issued to your authorized dependents by the military, but it is your responsibility to apply for these and track their progress until you receive them.

Travel

Temporary Lodging Facility (TLF) or DoD Lodging:

- May stay prior to departure or awaiting housing for a fee.
- Check to see if pets are permitted.
- There is a limit to the number of days you may stay.
- Best to call the TLF on the new base and make a reservation as soon as you get the orders, if possible 60-90 days out.

For more information on DoD Lodging, please visithttps://www.defensetravel.dod.mil/site/govLodging.cfm





The Inns of the Corps

The Inns of the Corps extends a warm welcome to you and your family. Whether your travels are due to a permanent change of station move, temporary additional duty, or just getting away, you will find an inviting atmosphere and quality accommodations at The Inns of the Corps. The TLFs are designed with amenities and services that will make you feel right at home.

Website: <u>http://www.innsofthecorps.com/</u>Not all Inns of the Corps are pet friendly- check with IR&R to find out which are!

Receiving Your Household Goods (HHG)

The information on this page will help you to prepare you for what to expect upon receipt of your Household Goods (HHG) and the process that it entails.

- You can file your claims and HHG requests virtually via Move.mil.
- If you have issues with your movers, coming or going, be sure to contact DMO immediately. Don't wait to resolve issues that can be addressed right away.
- You I need to be waiting at your new home before the movers arrive. Ensure you have provided a good, working phone number (cell) so the movers can contact you.
- If you are not at home when they try to deliver, your things could be put into storage until a new delivery time can be arranged. It is a good idea to have two adults available as the movers unload the truck. One can direct where to place the items while the other is checking off the items as they come into your home.
- When the carrier delivers your HHG, the driver will give you a copy of your inventory list for you to check off the line items as they are unloading the truck. When you see any damage from the line items (i.e. crushed box, broken dresser leg, etc.), circle the line item on the inventory list. The movers will also open all boxes and re-assemble everything that was disassembled in the other home. They are not required to arrange items within your home.
- No matter how careful the packers and movers are, something may be damaged or lost in shipment. If it is, you have the right to file claims with the carrier to recover damages. Before the movers leave your home on the delivery day, you will be asked to sign various forms.



The following are the steps you should take if you notice a problem at the time of delivery. Make sure to take inventory of all lost and/or damage, and to initiate the claims process. With modern technology, you can file the claims the same way you scheduled the move: on the Defense Personal Property System.

Immediately list all of the items you find damaged and/or lost on the DD Form 1840. Do not delay listing any damage or loss.

Sign the DD1840 acknowledging that you understand that you have a set amount of time to list any further loss and/or damages on the back of the form and to provide it to the carrier. If you do not provide it to the carrier within the specified amount of time, you may not be eligible for the full claim amount.

Once you submit your DD 1840, you will receive a claims package.

All claims packages must be filed within 2 years of the HHG delivery date.

Once claims are submitted, full value reimbursement is issued by the carrier.

You may also file claims at move.mil. If you have issues with your movers, coming or going, be sure to contact DMO immediately. Don't wait to resolve issues that can be addressed right away!

Housing

Office

FMEAP

Making it Home

Your new installation will have Welcome Aboard Briefs to help Marines and families who are new to the base become familiar with their surroundings. These Welcome Aboard Briefs are mandatory for all newly arrived personnel in the grades of E-1 trough E-6, WO-1 and O-1 through O-2 within 90 days of arrival at a new duty station and are open for spouses. Your new command may schedule a time for you (and your family, if applicable) to attend. If that time is not convenient for you, you may go on your own another time. Ask your DRC/URC about the next upcoming Welcome Aboard Brief. You can also drop by the IR&R Office and pick up some Welcome Aboard information and meet your new unit DRC/URC.

Be sure to check in with the Housing Office as a part of the check-in process. This office will provide you with information about the local area, such as maps and a list of available housing, local schools, place of worship, shopping and other places of interest. If you are on the installation housing waiting list, don't be afraid to inquire periodically about your standing on the list.

Family Member Employment Assistance Program counselors can help family members assess career goals, prepare for a job search, write a resume, and know what to expect when interviewing. More details about FMEAP can be found in The Maze module of the participant guide.

It's important to know that the Basic Allowance for Housing (BAH) will typically change with each new duty station. Make sure you ask the IR&R Office what the new rate will be so that you can plan accordingly.

New Budget

18

Reconnecting as a Family

Moving to a new place can be difficult for many families. An easier transition can occur when you and your family have something familiar to reconnect with – like sports, school, faith, or favorite activities.

Get engaged with familiar past times so you can relax while also focusing on finishing the move. As a family, learn about the new community by reading the local papers, watching for community functions and activities, identifying and researching the local schools, attending unit and installation functions, and visiting the interesting places in the area. Make an effort to meet your new neighbors. Volunteering opportunities in the local community is another great way to meet and get to know new people in the community while helping your family to get out of the house. Some other ideas that can help families to adjust are:



Introduce your children to other children in the neighborhood.	Let family members decorate and arrange their rooms.
Set a positive example by being upbeat and excited about the new adventure.	Share hugs and reassurance.
Visit local area attractions.	Include everyone, where appropriate, in decision making.



Directions: Answer the following question on the side of the box.

What is the first thing you do in a new location to make it more like home?



Glossary of Key Terms

- AccompaniedA Marine's family members are authorized/sponsored by the Marine Corps to relocateTourwith the Marine and are entitled to all the benefits associated with a military move.
- B-Billets Special duty tours that occur after a Marine has completed their first tour.
- CONUS Continental United States. Refers to military travel inside of the continental United States.
- DD Form 1840 The form used to reconcile receipt of Household Goods (HHG).
- DI Drill Instructor. A B-Billet responsible for shaping recruits into Marines.
- DLA **Dislocation Allowance**. Monies provided to assist with miscellaneous moving costs.
- DRC/URC Deployment Readiness Coordinator/Uniform Readiness Coordinator. DRCs and URCs are available to assist with the PCS process.
- FMEAP Family Member Employment Assistance Program. Program offered through MCCS that assists family members with accessing resources to assess career goals, employment search, resume writing, and understanding the interviewing process.
- HHG Acronym referencing Household Goods.
- IR&R Information Referral and Relocation Office. Assists Marines and their families who have received PCS orders with information concerning PCSing.
- Lending Locker A resource available during the PCS process to Marines and families, accessed through IR&R, which provides temporary use of household items such as cookware, irons, coffee makers, etc.
- MALT Monetary Allowance in Lieu of Transportation. Mileage reimbursement.
- MCESG Marine Corps Embassy Security Group. The Marine Corps element responsible for providing security and protection to embassies. Marine Corps Embassy Security Group is available to married Marines who hold the rank of Staff Sergeant or above or any ranked single Marine that provides internal security and protection to U.S. Embassies and Consulates.
- MSG Marine Security Guard. A B-Billet, that is available to married Marines who hold the rank of Staff Sergeant or above or any ranked single Marine, which provides internal security and protection to U.S. Embassies and Consulates.
- OCONUS Outside of the Continental United States. Refers to military travel outside of the continental U.S.
- OSO Officer Selection Officer. A recruiting B-Billet that go out into the community, builds relationships, and help inspire civilians to take up the challenge to become a Marine.

Per Diem	Monetary allowance designed to reimburse the Marine and family for the costs associated with meals and lodging when traveling to new duty station, both on CONUS or OCONUS moves.	
PPM	Personally Procured Move . This occurs when military families choose to move themselves to a new duty station.	
SLO	School Liaison Officer. Experts knowledgeable in the local school community who assist military families through education and support about the school community.	
SME	Subject Matter Expert. A person knowledgeable in a particular content.	
TLA	Temporary Lodging Allowance . Monetary allowance intended to offset the cost of temporary housing and meals while waiting for permanent lodging. This is for OCONUS moves only.	
TLE	Temporary Lodging Expense . Monetary allowance intended to partly reimburse the Marine and family the cost of meals and lodging when temporary housing is needed. This is for CONUS moves only.	

TLFTemporary Lodging Facility (DoD Lodging).Temporary lodging available for PCS stay,
based upon availability.

Unaccompanied
TourA Marine's family member are not authorized/sponsored by the Marine Corps to
relocate with the Marine to a new duty station.

Notes

LET'S CONNECT!

Use this page to network with some of your fellow L.I.N.K.S. spouses.

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Tel. No:	Tel. No:	
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Tel. No:	Tel. No:	
Email:	Email:	

L.I.N.K.S.

Empowering Marines, Sailors, and their families,

by providing the skills and resources necessary to navigate the military lifestyle.