(PCS) Permanent Change of Station Move to Okinawa for USMC Accompanied Personnel

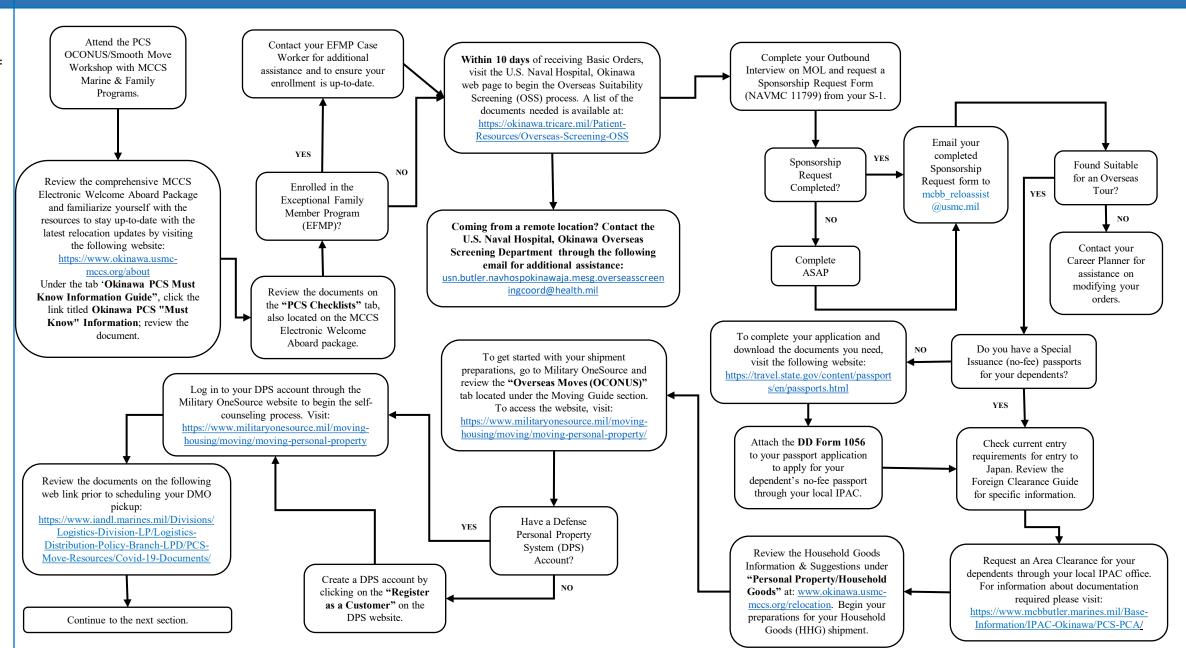
Updated: October 2023

MCCS MARINE CORPS SEMILLES

Once orders are received:

Topics Covered:

- Electronic
 Welcome
 Aboard
 Package
- Overseas Suitability Screening (OSS)
- Outbound
 Interview on MOL and
 Sponsorship
 Request Form
- ❖ Area Clearance
- Passports
- Household Goods Shipment (HHG)

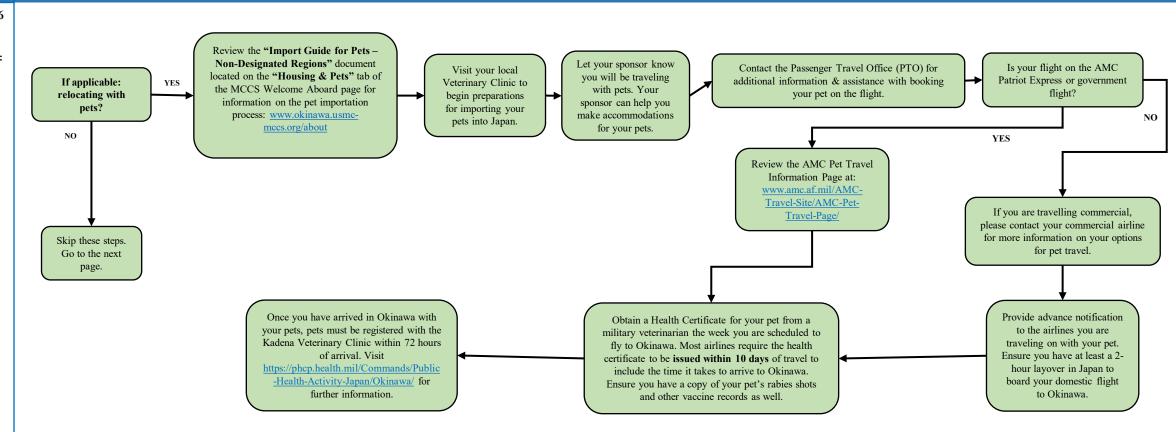




Greater than 6 Months:

Topics Covered:

Pet Importation



Please refer to MARADMIN 378/23 – Pet Transportation Entitlement Final Decision for FAQ's regarding pet transportation allowances.

Please Note: Resident Veterinarian recommends that pets stay with owners whenever practical in either quarters or TLF.

The Society for the Prevention of Cruelty to Animals (SPCA) International and Dogs on Deployment offer grants to Service Members to assist with travel expenses. To visit the SPCA International website click on the following url: https://www.spcai.org/get-involved/military-support/operation-military-pets/. To go to the Dogs on Deployment website, click on the following url: https://www.dogsondeployment.org/. The Navy-Marine Corps Relief Society now offers assistance with pet travel associated with permanent change of station orders to or from an overseas base. To learn more, visit the Navy-Marine Relief Society website: https://www.nmcrs.org/

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Three to Six Months:

Topics Covered:

- Military Installations
- Plan My Move
- Financial Worksheet
- ❖ Finalizing HHG Shipment
- Housing

One to Two

Months:

Topics Covered:

- Sponsor Responsibilities
- Schools & Childcare
- Storing Privately Owned Vehicle

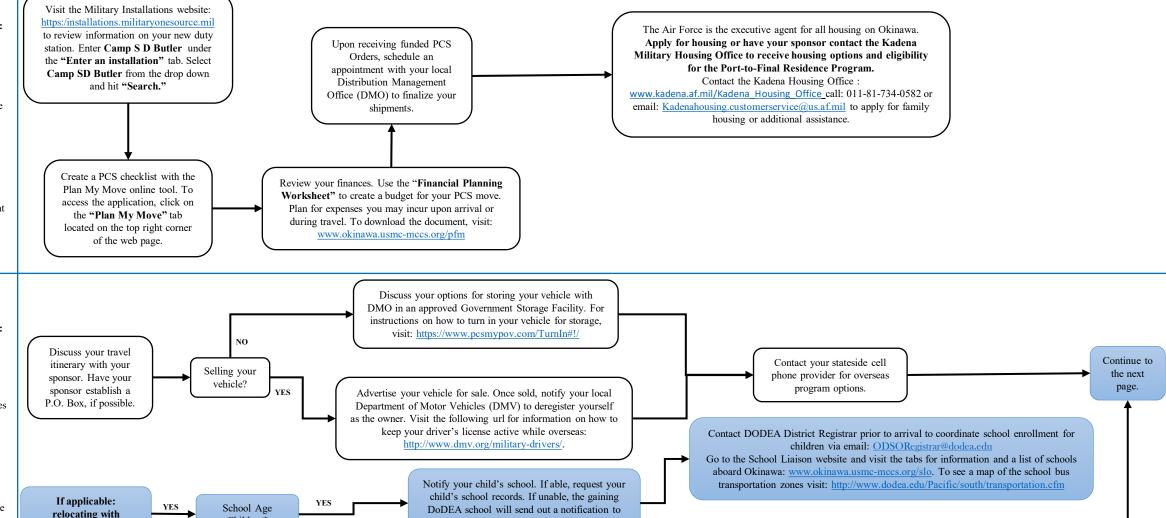
children?

Skip steps. Go to the

next page.

Children?

NO



Begin your search for childcare by creating an account on militarychildcare.com: www.militarychildcare.com. For location, type in Camp and select Marine Corps Base Camp

Butler from the drop-down list. Input the age of your child to find care. For pricing and other childcare options please contact Resource & Referral at 645-7494. Visit Camp

Foster, Resource & Referral, Bldg. 495 once you arrive to Okinawa to continue with the childcare process.

your child's old school requesting their records.

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Helpful links to review:



Less Than Thirty Days: **Topics Covered:**

Suggested

Timeframe

- Important Documents
- ❖ Setting Up Finances
- Checkout Process
- Sponsor Notification
- * Travel and Arrival

Ensure your Government Travel Charge Card (GTCC) Locate and secure important legal has been activated. Turn in your completed checkout documents for travel: Military IDs, Orders, Check current entry For the latest MCIPAC Information relating to the COVID-19 and current Health Production sheet into IPAC for final processing. Finalize and Approved Area Clearance, Birth requirements for entry Condition (HPCON), please visit: obtain your travel itinerary and your endorsed orders Certificates, Social Security Cards, to Japan. Review the https://www.mcipac.marines.mil/Resources/COVID-19/ Marriage/Divorce Certificates, Power of Foreign Clearance Attorney and Wills, Tax Records, Passports, Guide for specific To learn about the Liberty App, click on the following link: Financial Documents, Insurance Policies, information. Medical & Dental Records, School Transcripts, Pet Importation Documents, Begin to complete your checkout sheet from https://www.facebook.com/mccsokinawa.marineandfamily your detaching command The Okinawa Guide is a comprehensive guide on everything Okinawa has to offer. To access the

overseas travel plans and duty station. Be sure to set up automatic bill payments if Helpful Links necessary

Notify your financial institution of your

Arrive at the Kadena AMC

Terminal or Naha Airport.

Continuing

to TLF or

information. debit/credit cards are not accepted

Exchange a small amount of U.S. currency

for Japanese Yen at your financial

institution or at the airport in case of an

emergency, or for use in places where

You are eligible to take the SOFA

Licensing Exam. Contact Base Safety

after completion of NOWA. Dependents

with a valid driver's license are eligible

to take the SOFA exam too

Contact Base Safety for additional guidance on how to obtain a SOFA License after completing the prerequirements.

To familiarize vourself with airports, review:

www.okinawa.usmc-mccs.org/about Click on the

"Air and Travel" link to view helpful

Dependents with a valid stateside driver's license are eligible to take the SOFA Driver's Test during NOWA

www.okinawa.usmc-mccs.org/more/liberty-app

Visit the Marine & Family Programs Facebook page for information on programs and services. Click on the following url to access the site:

online Okinawa Guide, click on the following link: www.okinawa.usmc-mccs.org/more/publications/okinawa-guide

Thinking about driving in Okinawa? Download a copy of the SOFA Driver's Manual by clicking on the following link:

www.mcipac.marines.mil/Staff-and-Sections/Special-Staff/Safety-Office/Okinawa-Driving/

Go to the next

section

Check in with S-1 or IPAC Check into your new (if required) for command. in-processing. Check into the Kadena Housing Office to resume the housing assignment process or to conduct your move-in inspection. Welcome to Okinawa! Check into the Family Regional Housing Office on Camp Foster, Bldg. 361 if required by your Unit Check-in Sheet

Make arrangements to travel to the airport

Arrival:

Topics Covered:

- Bus Transport
- Checking into Housing
- Newcomers' Orientation Welcome Aboard
- SOFA Driver's License
- . Check-In with Housing
- . Check-In with unit S-1/IPAC

YES Port to Final Residence? E-6 and above on Accompanied Your CO's signature is required on your SOFA NO orders License Application (USFJ Form 4EJ) before taking the SOFA Driver's Licensing Test. E-3 Your sponsor will drive you to and below personnel will also need to take a 1vour assigned housing unit or day driving class prior to taking the SOFA lodging facility and have food and essentials waiting for you at your licensing exam. Additional details are provided in the Driver's License Flyer available through residence. Please plan to pay your Complete the Newcomers' Orientation sponsor back for any expenses the following link: Welcome Aboard (NOWA) following https://www.mcipac.marines.mil/Staff-andincurred. Communicate with your your arrival. For NOWA information Sections/Special-Staff/Safety-Office/Okinawasponsor regarding your itinerary, or to sign up, visit: Driving/ baggage and pets. www.okinawa.usmc-mccs.org/about These flowcharts are intended as a general guide and additional resource for inbound personnel to Okinawa. If you have any questions, please contact MCCS Okinawa, Relocation Services From the US: 011-81-98-970-7494 | From DSN: 645-7494 | Email: mcbb_reloassist@usmc.mil