



PERSONAL & FAMILY READINESS HANDBOOK

FOURTH EDITION 2017

Table of Contents

Commanding Officer Message	1
Sergeant Major Message	2
About the MEU.....	4
The MEU Cycle	6
Family Readiness Officer	7
Official Communication and Authorized Contacts.....	7
Why Personal and Family Readiness?	8
Getting Involved With the MEU	9
Social Events.....	9
Operations Security.....	10
Social Media	11

Reference Topics (Alphabetical Order)

American Red Cross	15
Chaplain.....	19
Children, Youth, and Teen Programs (CYTP).....	13
Community Counseling Center.....	26
CREDO	19
DEERS.....	21
Deployment Documents (Legal Readiness)	17
Emergency Leave	16
Exceptional Family Member Program (EFMP)	25
Expecting a Baby	22
Families OverComing Under Stress (FOCUS)	27
Family Advocacy Program	24
Family Care Plan	20
Family Member Employment Assistance	24
Getting Married / Newly Married	21
ID Card Centers	27
Legal Readiness (Deployment Documents)	17
Mail and Care Packages	16
Marine Corps Family Team Building (MCFTB)	28
Military Family Life Counselor	26
Military OneSource.....	29
Navy-Marine Corps Relief Society	29
School Information	30
Sexual Assault Prevention and Response	23
United Through Reading.....	20

Deployment Check Lists	31
-------------------------------------	-----------

Maps

MCB Camp Lejeune	37
MCAS New River	38
MCAS Cherry Point	39

Important Phone Numbers	40
-------------------------------	----

From the Commanding Officer

Dear Families of 26th MEU,

Welcome of the 26th Marine Expeditionary Unit! My wife, Marta, and I are honored and blessed to be a part of the 26th MEU family. The MEU is recognized as one of our Nation's premier military organizations and viewed as the force of choice during times of crisis. As such it is made up of Marines and Sailors who are top-notch professionals known for their skill and advanced level of training in a broad range of operations. Most importantly the MEU consists of engaged leaders who understand that an elite military force cannot sustain its capabilities without a foundation of family support.

As many of you know we will deploy in early 2018 for what we expect will be a 7-month deployment. We will operate in areas around the Middle East, Africa, and Europe. Prior to deploying we conduct a rigorous pre-deployment training period (PTP) that lasts approximately 7-months. This PTP period is crucial as it allows our Marine Air-Ground-Logistic Task Force to build cohesion and to build proficiency in the many tasks we will be called to execute on behalf of our Nation. The PTP is purpose-built to be challenging in order to replicate the type of threats and operational tempo that we may see when deployed forward. While this approach greatly increases the chance for mission success and significantly lowers risk to the force it will be challenging on loved ones. I deeply appreciate your patience, understanding, and support.

Our Family Readiness Program is designed to assist Marines, Sailors, and their families to increase resiliency required to successfully negotiate the challenges of the PTP and deployment. This handbook is just one of several tools available to assist you.

Our Family Readiness Officer (FRO) is Ms. Lisa Castleberry. She is an exceptional FRO who has supported 26th MEU through many deployments. Lisa will encourage and educate families and members alike, in self-help scenarios and serve as the primary resource point of contact for the programs, facilities, and benefits available to our military families. Lisa is the principle advisor, planner, and coordinator for our program and as such will not deploy or detach. She provides a direct link between families and our unit while home or deployed and will always be available to our members and their families.

While the tools and opportunities that the Family Readiness Program provides are important the key ingredients to a successful program are engaged participants. Marines and Sailors must ensure they inform their families about the program and encourage participation. I am proud of the progress we have made thus far. We have a very strong core of Family Readiness volunteers. They are selfless, creative, and determined to see us all through future challenges. We can always use more volunteers. Become active in the unit; make it a part of your Marine family. Participate in unit functions and help us build our 26th MEU family into a supportive, strong, and caring unit. Volunteers are needed and greatly appreciated!

Thank-you and Sincerely,

Farrell Sullivan



From the Sergeant Major

Marines, Sailors, Family and Friends.

My wife Shelia and I are truly excited to be a member of the 26th Marine Expeditionary Unit family. As we begin preparation for our upcoming deployment, I want you to know that your Marine/Sailor is under the supervision of exceptional, highly trained, professional War-fighters that this phenomenal organization has within its rank.

Together, the officers and enlisted members of this command are committed to mission accomplishment. In doing so, we ask for your continued love, support, and prayers as we will begin our training requirements in hopes of having a formidable and successful deployment. We will do our very best to ensure that we maintain positive communication with you all during the training events, at sea periods, and our deployment by means of our Family Readiness Officer.



Please take this opportunity to sit down and discuss the changes that will occur in the upcoming months and formulate a solid plan that will minimize any drastic changes at home.

The 26th MEU family is here to assist and provide resources, education, and support if needed. Colonel Sullivan and I look forward to meeting and working with you all to ensure that the 26th MEU team WINS!

Jeffrey Young

From the FRO

Welcome to the 26th MEU!

As the FRO of a deploying unit, one of my main concerns is that family members have a good, positive, support network. It is important that you have some form of support (whether it is family, friends, neighbors, church groups, or the other family members of the MEU) during our rigorous work up period and deployment. I would love for you to attend events and workshops where you will be able to meet and network with other family members, but if you aren't able to attend for whatever reason (time, geographic location, etc.) that is okay. What is most important is that you have that you have a support system and that you know how to contact me if needed! If you have questions, concerns, or need specific resource information please know that are absolutely welcome to contact me via e-mail, phone, or text message.

I hope that you find the information in this handbook useful and I look forward to meeting you at a Family Readiness event, departure, or homecoming!

Deployment Pictures



About the Marine Expeditionary Unit (MEU)

Since World War II, the United States Marine Corps has deployed forces with the ability to move ashore with sufficient sustainability for prolonged operations. These forces are organized into Marine Air Ground Task Forces (MAGTF), a combination of air, ground and support assets. MAGTFs are established for specific missions or in anticipation of a wide range of possible missions. Combining air, ground and logistic assets maximizes the combat power of each of the war fighting elements. MAGTFs provide the United States with a broad spectrum of response options when U.S. and allied interests are threatened and in non-combat situations that require instant response to crisis. Selective, timely and credible commitment of air-ground units provide stability to a region and send signals worldwide to aggressors that the United States is willing to defend its interests and has the ability to project a powerful force on extremely short notice.

Marine Expeditionary Unit (MEU) is the smallest of the MAGTFs and is comprised of approximately 2,100 Marines and Sailors. The MEU's major elements are the Command Element (CE), the Ground Combat Element (GCE), the Aviation Combat Element (ACE), and the Logistics Combat Element (LCE).

Command Element (CE) is comprised of the commanding officer and supporting staff – approximately 200 Marines and Sailors. It provides the overall command and control essential for effective planning and execution of operations and synchronizes the actions of each element within the MEU. Skill sets falling under the command element include: administration, intelligence, operations, logistics and embarkation, communications, legal and public affairs.

Ground Combat Element (GCE) is built around an infantry battalion and provides the overland combat power for the MEU. Assets organic within the standard infantry battalion include: medium and heavy machine guns, mortars, combined anti-armor teams and scout snipers. While assigned to the MEU, the unit, designated a Battalion Landing Team (BLT) is reinforced with light armored reconnaissance vehicles, tanks, artillery, combat engineers and assault amphibious vehicles. The personnel strength of the GCE is approximately 1200 Marines and Sailors.



Aviation Combat Element (ACE) is a composite squadron providing the MEU a medium to heavy lift capability, assault support and close air support (CAS). Its assets include: MV-22 Osprey tilt-rotor aircraft, CH-53E Super Stallion heavy lift helicopters, AH-1 Super Cobra helicopter gunships, UH-1 Huey utility helicopters and AV-8B Harrier jets. With a force strength of approximately 500, the ACE includes air traffic control, aircraft maintenance/support and aviation logistics/supply capabilities.

Logistics Combat Element (LCE) is composed of approximately 400 Marines and Sailors who provide combat support such as supply, maintenance, transportation, explosive ordnance disposal, military police, water production and distribution, engineering, medical and dental services, fuel storage and distribution, and other services to the deployed MEU. The LCE enables the MEU to sustain itself for 15 days in austere expeditionary environments.



About the Marine Expeditionary Unit (MEU)

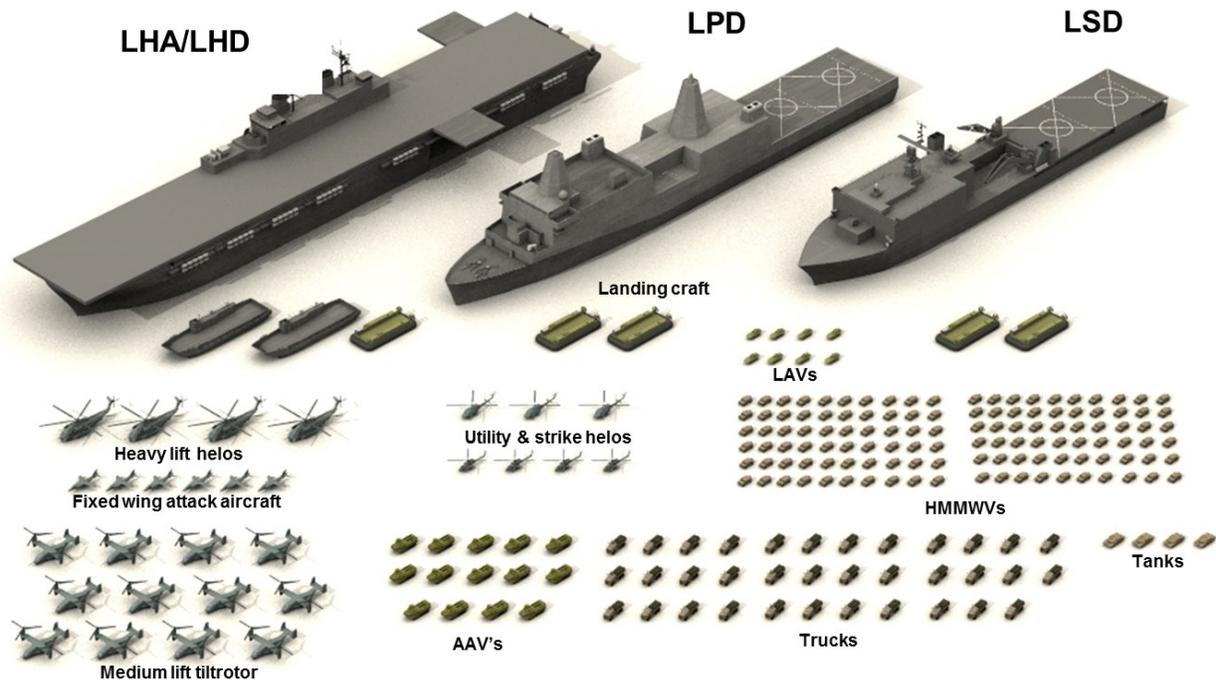
Amphibious Ready Group (ARG)

At the most basic level, an amphibious force consists of a Navy element, a group of ships known as an amphibious task force (ATF) — and a landing force (LF) of U.S. Marines, compiling approximately 5,000 people. Together, these elements — and supporting units — are trained, organized, and equipped to perform amphibious operations. The Amphibious Ready Group consists of:

Amphibious Assault Ship (LHA or LHD) The largest of all amphibious warfare ships, resembling a small aircraft carrier, capable of Vertical/Short Take-Off and Landing (V/STOL), Short Take-Off Vertical Landing (STOVL), Vertical Take-Off and Landing (VTOL) tilt-rotor and Rotary Wing (RW) aircraft operations; containing a well deck to support use of Landing Craft, Air Cushioned (LCAC) and other watercraft.

Amphibious Transport Dock (LPD) Ship Amphibious transport dock ships are warships that embark, transport, and land elements of a landing force for a variety of expeditionary warfare missions.

Dock Landing Ship (LSD) Dock Landing Ships support amphibious operations including landings via Landing Craft Air Cushion (LCAC), conventional landing craft and helicopters, onto hostile shores.



USS Iwo Jima(LHD-7)



USS New York (LPD-21)



USS Oak Hill (LSD-51)



The MEU Cycle

MEUs maintain their subordinate elements in fifteen to eighteen month cycles, with six months for training, and typically a six to eight month deployment aboard ship. Actual deployment changes as current conditions dictate. These cycles ensure that at least two of the seven MEUs (3 west coast, 3 east coast, and 1 Okinawa) are forward deployed at any given time.

Interim/Build-Up Period: Upon completion of a deployment, the MEU returns home and remains ready to respond to events around the world for approximately one month. Then the MEU releases its Major Subordinate Elements (MSEs) while retaining its Command Element. This period provides the Command Element an opportunity to rotate personnel and commence planning for the next deployment cycle.

Work-up Period: The Marines and Sailors progress through a variety of courses and exercises teaching individual, small unit, and unit tactics while integrating separate MEU elements into a cohesive, flexible, and powerful force. The work-up period includes training in many combat and noncombat skills, to include:

- Urban sniper
- Amphibious raids
- Non-Combatant Evacuation Operations (NEO)
- Humanitarian Assistance
- Mass Casualty
- Tactical Recovery of Aircraft and Personnel (TRAP)
- Non Lethal Weapons
- Flight Operations from an Expeditionary Airfield



Exercises conducted during the work-up period can include:

- Realistic Urban Training Exercise (RUT) (approximately 30 days)
- Amphibious Squadron (PHIBRON)-MEU Integration Training (PMINT) (approximately 2 weeks)
- ARG/MEU Exercise (ARG/MEUEX) (approximately 2 weeks)
- Composite Training Unit Exercise (COMPTUEX) (approximately 3 weeks)

Deployment: Following the work-up, the MEU deploys in support of geographic combatant commanders. During the deployment, the MEU is a self sustaining force that combatant commanders direct to accomplish any of its assigned missions. These missions may include:

- Noncombatant evacuation operations (NEO)
- Facilitate Foreign Humanitarian assistance (HA)
- Tactical recovery of aircraft and personnel (TRAP)
- Conduct Strikes
- Aviation operations from expeditionary shore-based sites
- Theater security cooperation activities
- Airfield/port seizure
- Integrate with Joint Interagency Intergovernmental Multinational (JIIM) Organizations
- Embassy reinforcement



Family Readiness Officer

The MEU Family Readiness Officer (FRO), Mrs. Lisa Castleberry, is a Special Staff Officer responsible for the management of the MEU's Unit, Personal, and Family Readiness Program (UPFRP). Lisa has extensive knowledge and experience with the military lifestyle and is prepared to assist your family in ensuring they maintain readiness and are prepared during this MEU training and deployment cycle. The UPFRP operates under the following four pillars:

- **Official Communication:** The Commanding Officer strives to provide you with updates on what your Marine or Sailor is doing throughout the Pre-Deployment Training Period and the Deployment. Official Communication is provided through a variety of means, such as Unit Newsletters, email distribution. These topics are covered in other sections of this handbook.
- **Readiness and Deployment support:** Whether the MEU cycle is your first experience with deployments, or you have deployed several times, readiness and deployment support is crucial for success in the military. In partnership with a variety of support services, the Family Readiness Officer provides readiness and deployment support to assist you in maintaining a thriving lifestyle supportive of the deployment.
- **Information, Resource, and Referral:** Obtaining timely and accurate information helps you build a high state of personal and family readiness. You can expect to receive this type of information from the Family Readiness Officer through email distribution, unit newsletters, and at your request.
- **Volunteer Management:** Volunteers are an integral part of the 26th MEU Family Readiness Program. We believe each volunteer provides something to the Family Readiness Program. Opportunities to volunteer within the 26th MEU Family Readiness Program is found by contacting the Family Readiness Officer.

Official Communication and Authorized Contacts

Information and news will be passed to authorized contacts of the Marines and Sailors via e-mail on a regular basis. The FRO will only pass information about the deployment that has been authorized by the 26th MEU Commander.

- ◆ "Authorized contacts" are those who have been designated on each Marine and Sailors NAVMC 11164 (Authorized Contact Sheet) as someone who that service member would like the FRO to communicate with. If your information changes, please ensure that you or your service member informs the FRO. This will allow you to receive the most up to date information. The FRO will not provide information to anyone not listed.
- ◆ Please ensure that you add the FRO contact information to your contacts to ensure that messages sent go to your inbox and not spam or junk. If you aren't receiving regular messages, please contact the FRO to make sure we have the correct contact information.

Important Note:

While the Marines and Sailors are on board ship, you are welcome to follow the ships' Facebook pages. However, information passed to family members by the Family Readiness Groups (FRGs) and Ombudsman is applicable **ONLY** to the Sailors permanently attached to those ships! Please contact the FRO with any questions in regards to the 26th MEU. The FROs for the MEU work closely with these groups and they will refer any family members back to their specific FRO.

FRO Contact Information

Lisa Castleberry
lisa.castleberry@usmc.mil
Office: 910-450-6471
Blackberry: 910-546-6098
Office Location
Bldg. 217 Room 134

Why Personal and Family Readiness?

As a rapid response unit, the 26th MEU must ensure that a Marine or Sailor's state of readiness is high at all times- in the unit and at home. The MEU understands the inherent link between family readiness and mission readiness. For example, if a Marine or Sailor believes things are taken care of at home, he or she is able to focus on the mission at hand. The Family Readiness Program is designed to provide information and referral resources to Marines, Sailors and their families while offering communication from the command to inform families during the MEU's training and deployment cycle. The 26th MEU Family Readiness Program is here to assist you. Throughout this guide, the term Marine is used, however, the information applies to the Sailors who serve with the MEU as well.

"As an institution, we understand that family readiness is a key element of overall readiness and combat effectiveness."

**General Joseph Dunford
36th Commandant's Planning Guidance 2015**

Commanding Officer's Family Readiness Statement

We are a *WARFIGHTING* organization that prioritizes readiness and resiliency. Building and maintaining readiness and resiliency is a continuing action. Personal and family readiness, as defined by the Marine Corps, are key pillars on which unit readiness depends.

The Unit Personal and Family Readiness Program (UPFRP) is a direct link between local and extended families of all 26th MEU personnel and this command. Our UPFRP helps members and their families successfully balance life, career, and mission events. There are numerous programs and services available and it is my responsibility to provide you and your family with the resources and referrals needed to build and maintain resiliency

The Family Readiness Officer (FRO) provides individual and organizational communication, information and referral liaison, and readiness and deployment support. Our FRO is Ms. Lisa Castleberry. Lisa will encourage and educate families and members alike, in self-help scenarios and serve as the primary resource point of contact for the programs, facilities, and benefits available to our military families. Lisa is the principle advisor, planner, and coordinator for our UPFRP and as such will not deploy or detach. She provides a direct link between families and our unit while home or deployed and will always be available to our members and their families.

Finally, I expect the following:

- All Command Element personnel will conduct an initial check-in with the FRO. Spouses and children are automatically part of the UPFRP and you may include your extended family, relatives, and friends, as you desire. Your authorization is required to provide communication to your designated family. Immediately inform the FRO of any changes in family status.
- Do your part to ensure your family stays informed. Communicate with the FRO and encourage your immediate family to contact the FRO with questions about the UPFRP and its benefits.
- Prepare yourself and your family. Every member with a dependent spouse or child shall have a Family Care Plan verified and on file with the Adjutant. Additionally, every member of the Command Element will have a sealed Confidential Data Form on file with the Adjutant.
- Support one another and "treat others the way you want to be treated."
- Become active in the unit; make it a part of your Marine family. Participate in unit functions and help us build our 26th MEU family into a supportive, strong, and caring unit. Volunteers are needed and greatly appreciated!

Bottom-line: A ready and resilient family is essential for this unit's success when forward deployed.

Getting Involved with the 26th MEU

You are encouraged to participate in unit family activities and events. The families in this unit are the ones that you can readily identify with as we navigate through future deployments, therefore getting to know them is quite beneficial. There are a number of ways you can make these connections. They include attending informative briefs, volunteering, and attending family functions.



- **Family Readiness Assistant:** As an appointed Family Readiness Assistant (FRA) you receive training in the Family Readiness Program, complete annual training on Personally Identifiable Information (PII), and become appointed in writing as a FRA by the CO. This position comes with an inherent expectation of serving a one-year term, however, you are not obligated to continue if you feel you can no longer serve.
- **Volunteer:** As a volunteer, you can assist with individual events when it is convenient for you. There is no training required to serve as a volunteer, and you choose how much time you devote to the program.
- **Events:** One of the easiest ways to get involved! Just arrive to whatever event is going on. You are able to interact with the Marines, Sailors and families, while obtaining a sense of the camaraderie within the 26th MEU.
- **Briefs and Workshops:** Probably the most important thing you can do. Our briefs and workshops provide you with the latest news, information, and resources that are available. At briefs and workshops, you obtain first-hand knowledge of what is happening in the MEU while providing you with an opportunity to ask questions.

Social Events

In addition to the events and activities available through the Personal and Family Readiness Program (official unit events) we also have an amazing social group. Our social group is called "We LOVE the 26th MEU" and is a casual, social outreach group providing support, friendship, and FUN for folks who love the 26th MEU! A few of the activities / sub-groups are:

- Community Outreach
- Kickball
- New Parent Support
- Playgroups
- Book Club
- Ladies Night Out



All spouses and significant others of Marines and Sailors of the 26th MEU are invited!

If you have a desire to lead or be a part of one of these groups, or if you have an idea for another group please let the FRO know! We are all about new ideas and trying new things!

Be in the know! Find us on Facebook: [We LOVE the 26th MEU](#) or send an email to Marta at martasullivan@gmail.com to be added to our mailing list.

Operations Security (OPSEC) and Personal Security (PERSEC)

Many years ago, there was a famous saying of “Loose lips sink ships.” While the aspects of this have changed significantly as communication channels have changed, the overall message remains the same – don’t talk about what you know.

As a family member of the military community, you are a vital player in our success and we could not do our job without your support. You may not know it, but you also play a crucial role in ensuring your loved ones' safety by what you know of the military's day-to-day operations. You can protect your loved ones by protecting the information that you know.

OPSEC: Today, keeping information safeguarded is known as OPSEC or Operational Security. This is an incredibly important task for military members, families and friends. We never know who may be listening or trying to gain information about our military. For this reason, it is always important to make sure that information doesn’t fall into the wrong hands.

OPSEC generally covers several different scenarios that should never be discussed with those who are not on a need-to-know basis. This includes:

- Deployment dates. This includes when troops are deploying overseas and when they are redeploying back home. In addition to leaving and returning from the deployment as a whole.
- Training. Information on where, how and why they train should not be shared. Information that appears benign to us may be just what the enemy needs.
- Numbers, equipment or other security information. Information about the number who are involved, the type of equipment or weapons systems they use or other sensitive information should never be shared.
- Troop movements. In addition to not sharing deployment dates, when they are overseas, it should also not be shared when they are leaving for a mission or changing locations.

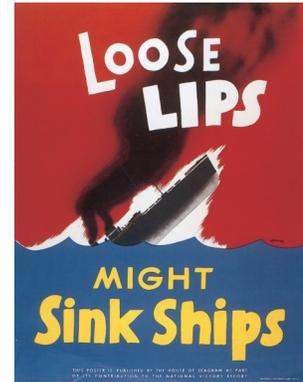
WHERE and HOW you discuss information is just as important as with WHOM you discuss it; places like internet blogs and chat rooms are not the places to reveal any unit deployment information since you are never certain as to who is on the receiving end of the information.

PERSEC: And that brings us to PERSEC or Personal Security. This is protecting your personal information. While the military is not as strict on PERSEC as they are on OPSEC, it is still an important aspect of security.

PERSEC focuses on protecting information such as rank, your home address and information about your family. Generally, it is basic common sense that reminds you not to advertise that you are living alone or otherwise giving out personal information to others who you may not know.

PERSEC has become more important with the invention of the internet, particularly with the number of military support message boards that are out there. While it may seem to be a safe community full of other military members, it can never be guaranteed to be 100% secure. If you ever have questions about OPSEC and PERSEC and how it applies to you, you can always contact the Family Readiness Officer for guidance. If they are unable to answer your questions, they will be able to refer you to someone in the unit who can find the answers for you.

As Marines, Sailors, and family members, we can be responsible by keeping confidential information close to the vest and protecting what we know.



In December 2009, Al-Qaeda disseminated instructions to their operatives to target military personnel and families. They were told to search for personal information, identify where their families live, and find ways to target their workplaces.

Social Media



Official 26th MEU Social Media Sites

www.26thmeu.marines.mil
www.facebook.com/26MEU
twitter.com/26MEU
www.flickr.com/26MEU
www.dvidshub.net/units/26MEU

In today's electronic world, we are able to send and view information quickly, as social media access is available everywhere you go. While this is a positive thing in regard to keeping up with your Marine or Sailor, it also allows our adversaries to compile information quickly and easily.

Our primary OPSEC issues derive from how people communicate on social media sites. As a family member of the military community, you are a vital player in our success and we could not do our job without your support. You may not know it, but you also play a crucial role in ensuring your loved ones' safety just by what you know of the military's day-to-day operations. You can protect your loved ones by protecting the information that you know. The posting of pictures and information to unofficial websites about your loved ones' military unit and/or to personal and family websites has the potential to jeopardize the safety of the entire unit. "

Following the guidelines outlined here will assist you in understanding what is safe to share and what may not be.

Common Misperceptions and Reality

"It's OK to post about key milestones on my profile, for example: "My husband returns from deployment in 3 more months!"

Strangers may know you are alone for several more months; non-friendly individuals or organizations know that troops move in three months.

"It's only my friends reading my updates."

Even if your privacy settings make your information visible to friends only, any digital information can be copied, pasted and distributed in ways you didn't intend. Think before you post and make sure your post does not put your service member at risk.

"If I accidentally violate OPSEC then I'll just delete the post."

Deleting is the last resort. Your service members' security is at risk the moment you post something that violates OPSEC, and while deleting may help, it doesn't change the fact that the information was seen by others.

"I have a right to let people know where my service member is located."

At the end of the day, violating the OPSEC policy by listing troop locations is putting your service member and others at risk.

"I'm not a member of the military so the rules shouldn't apply to me and I want to share the fact that my service member is coming home."

Turnover on the battlefield is an extremely tense period when attacks on troops increase as troop congregations are vulnerable; i.e.: buses going to airport, commercial flights, convoys, etc. Remember that you are part of the military community and you are responsible for keeping them safe.

Social Media

Tips for using social media sites:

Personal Information

1. Keep sensitive, family-related information OFF your profile
2. Keep your plans, schedules, and location data to yourself
3. Protect the names and information of coworkers, friends, and family members
4. Tell friends to be careful when posting photos and information about you and your family

Posted Data

1. Check photos for things in the background (or reflections of things) that could give away sensitive information
2. Double check that you want this information available **forever** to anyone at anytime

Settings and Privacy

1. Carefully look for and set your privacy and security options
2. Use the strongest password settings allowed on the site, and don't reuse them for banking or other sensitive websites
3. Sort "friends" into groups and networks, and establish access permissions accordingly
4. Verify through other channels that a "friend" request was actually from your friend
5. Add "untrusted" people to the group with the lowest permissions and accesses

Security

1. Keep your anti-virus software updated
2. Beware of links, downloads, and attachments just as you would in e-mails
3. Beware of "apps" or "plug-ins" that are often written by unknown third parties who might use them to access your data and friends
4. Look for HTTPS on the URL line and the lock icon on the webpage indicating active transmission security before logging in or entering sensitive data (especially when using Wi-Fi hotspots)

Do not take information from a secure unit site and compromise it by posting it to a public website.

ALMAR 008/17 Social Media Guidance—Unofficial Internet Posts

Marines are encouraged to responsibly engage in unofficial posting about the Marine Corps. They are also encouraged to professionally and respectfully correct errors and misrepresentations made about the Marine Corps.

Marines represent the Marine Corps at all times, and their speech and conduct must consistently embody our core values.

Punitive

Marines must never engage in commentary or publish content on social networking platforms or through other forms of communication that harm good order and discipline or that bring discredit upon themselves, their unit, or the Marine Corps.

Such commentary and content includes that which is defamatory, threatening, harassing, or which discriminates based on a persons race, color, sex, gender, age, religion, national origin, sexual orientation or other protected criteria. This type of conduct may be punishable under Articles 92 and 134 of the UCMJ.

Actions for victims

Marines or civilians who believe they are a victim of inappropriate online conduct are encouraged to report the misconduct to their chain of command, NCIS, local law enforcement, or the IG. Privacy can be maintained by a chaplain or a Victims Legal Counsel.

www.ncis.navy.mil/ContactUs/Pages/ReportaCrime

Marines who witness prohibited conduct must report it to their chain of command.

Important Note:

While the Marines and Sailors are on board ship, you are welcome to follow the ships' Facebook pages. However, information passed to family members by the Family Readiness Groups (FRGs) and Ombudsman (unit volunteers) is applicable **ONLY** to the Sailors permanently attached to those ships! Please contact the FRO with any questions in regards to the 26th MEU. The FROs for the MEU work closely with these groups and they will refer any family members back to their specific FRO.

Children, Youth, and Teens Program (CYTP)

Children, Youth, and Teen Programs focus on the needs of families in order to provide maximum access to quality, affordable, and flexible programs, such as child development, social, recreational, sports and fitness. Children, youth, and teens are provided an integrated, balanced, quality programs supporting the continuum of the Marines family, on and off the installation.

Resource and Referral Services provide one-stop enrollment services for children six weeks to 18 years of age. Resource and Referral services expands the availability of child care, youth and teen services and provide referrals to quality, affordable child care and youth and teen programs, both on and off base.



Child Development Center (CDC) programs are located on Marine Corps bases around the world. Programs are nationally accredited, facility-based child care services supporting child care needs for children ages six weeks through 5 years. Care options include full-day, part-day, and hourly care. Each program possesses a degreed Training and Curriculum Specialist whose responsibility is to implement the required Department of Defense training program for care giving staff. All staff employed with Marine Corps Children, Youth and Teen Programs are required to complete basic and ongoing training as a condition of employment.

Family Child Care Providers are private contractors certified and monitored by the command in government housing. Child care is offered in home-like settings, they have smaller child to adult ratios, and flexible hours for Marine Corps families. Providers and their family members complete successful background checks and providers complete required Department Defense provider on-going training. Home-based child care programs are encouraged to become nationally accredited and serve as a viable means of expanding care in addition to center based programs.

School Age Care Program provides nationally accredited comprehensive, supervised child care services for children ages six through 12 or enrolled in kindergarten through sixth grade, during duty hours before and after school, full day camps on school holidays, teacher in-service days, inter-sessions, and during school closings. School age care provides a safe, supervised, healthy, age-appropriate environment while parents are at work.

Youth and Teen Programs are affiliated with Boys and Girls Club of America consisting of a comprehensive series and balance of programs, activities, and events which respond to the recreational, developmental, social, psychological, cultural, and educational needs of eligible youth. The programs support the development of lifelong skills and transition to adulthood, within a physically and emotionally safe environment.

Registration must be completed prior to using any of the CYTP services.

Registration takes place, Monday-Friday, 0800-1630

All programs are closed on Federal Holidays.

Registration information for all bases can be found on next page.

HOW TO REGISTER WITH CYTP (Camp Lejeune and MCAS New River)

Registration must be completed to use any program through CYTP. The registration packet can be found online at www.mccslejeune-newriver.com/cytp Registration is FREE.

Bldg. TT 113, Tarawa Terrace II CDC
910-450-0553/0554/0555

*** NOTE: Hours of operation subject to change.**

Facility	Address	Phone	Hours *
Brewster CDC	Bldg. 631, Brewster Blvd	910-450-8467	Mon - Fri 0530-1800
Tarawa Terrace CDC	Iwo Jima Blvd, Bldg. TT-86	910-450-1646/1648	Mon - Fri 0530-1800
Tarawa Terrace II CDC	Iwo Jima Blvd, Bldg. TT-113	910-450-0545/0546	Mon - Fri 0500-1900
Heroes Manor I CDC	Bldg. PP100, Brewster Blvd	910-450-4078/4089	Mon - Fri 0530-1800
Heroes Manor II CDC	Bldg. PP200, Brewster Blvd	910-450-4119/4120	Mon - Fri 0500-1900
Courthouse Bay CDC	BB-353, HWY 172	910-440-6228/6229	Mon - Fri 0500-1900
MCAS New River CDC	AS 1000 Curtis RD	910-449-6712	Mon - Fri 0500-1900
Stone Street Youth Pavilion	Bldg. 842 Stone Street	910-450-8674	<u>Before School Care</u> Mon-Fri 0500-0800
Tarawa Terrace Youth Pavilion	Bldg. TT-19 Tarawa Terrace	910-450-1422	<u>After School Care</u> Mon-Fri 1430-1900 <u>School Holidays</u> Mon-Fri 0500-1900

HOW TO REGISTER MCAS Cherry Point

Registration must be completed to use any program through CYTP. The registration packet can be found online at www.mccscherrypoint.com/programs/family-care/children-youth

Registration is FREE.

Bldg. 232
252-466-5605

*** NOTE: Hours of operation subject to change.**

Facility	Address	Phone	Hours *
CDC #1	Bldg. 4298	252-466-3782	Mon - Fri 0530-1930
CDC #2	Bldg. 4629	252-466-3105	Mon - Fri 0530-1930
CDC #3	Bldg. 4859	252-466-4176	Mon - Fri 0530-1930
Cherry Tree House Before & After School Care	Bldg. 4415	252-466-3861	Before 0530-0700 After 1500-1800



This secure Department of Defense website provides a single gateway for you to find comprehensive information on military-operated or military-approved child care programs worldwide. With MilitaryChildCare.com, you create an account and maintain a family profile that you can access at any time from any location.

American Red Cross

When a military family experiences a crisis, the American Red Cross is there to help. Wherever their military service takes them, service members can rest assured that the Red Cross will deliver notification of an emergency, such as the death or serious illness of an immediate family member, as well as the good news of the birth of a service member's child or grandchild.



Twenty-four hours a day, 365 days a year, the Red Cross relays urgent messages containing accurate, factual, complete and verified descriptions of the emergency to service members stationed anywhere in the world, including on ships at sea and at embassies and remote locations.

Even if the service member receives an email or phone call from home, Red Cross-verified information assists the member and his/her commanding officers with making a decision regarding emergency leave.

Knowing in advance that communication links, access to financial assistance, and information and referral are available in an emergency provides a peace of mind to service members and the families from whom they are separated.

How does the process work?

- Family Member calls local American Red Cross with the following information:
 - Full Name of Service Member: _____
 - Rank of Service Member: _____
 - Branch of Service: **USMC or US Navy**
 - Social Security Number or Date of Birth of Service Member: _____
 - Deployed Unit : 26th Marine Expeditionary Unit or Two Six MEU
 - Home-Based Unit: **Camp Lejeune** (for all personnel regardless of parent command location)
- American Red Cross verifies the message through a doctor, funeral home director, or legitimate source to confirm the situation
- American Red Cross sends the verified emergency message to the Unit Commanding Officer
- The Commanding Officer uses the information to decide if the situation warrants the Marine's returning home to assist with the emergency. Receipt of a Red Cross Message does NOT guarantee that service member will be allowed to return home.

NOTE: If Red Cross will not accept the message for the family emergency or event because it is not for an authorized family member, please contact the 26th MEU's Family Readiness Officer. The FRO can assist in contacting the deployed unit and providing the information in order for the Service Member to be contacted.

Please see details for Emergency Leave on next page.

American Red Cross phone numbers:

National American Red Cross
1-877-272-7337 or online at: www.redcross.org

Local Red Cross Chapter contact information can be found on page 37

Emergency Leave

Emergency leave must be requested by the Service Member and will be considered and can be recommended in the following circumstances with a verified red cross message:

- Upon death of a member of the Marine's or spouse's immediate family; e.g., father, mother, person(s) standing in loco parentis, son, daughter, brother, sister including step or half relationship.
- When the return of the Marine will contribute to the welfare of a dying member of the Marine's or spouse's immediate family.
- When because of any serious illness or injury of a member of the Marine's or Spouse's immediate family, important responsibilities are placed upon the Marine that must be met immediately and cannot be accomplished from the Marine's duty station.
- When failure to return home would create a severe or unusual hardship on the Marine, his or her household, or the immediate family.
- A Marine, who is a non-U.S. citizen, is in the final stages of processing his or her U.S. citizenship.

The Commanding Officer, 26th Marine Expeditionary Unit is the ultimate authority for approving emergency leave requests.

NOTE: Emergency travelers are only funded for the cost of transportation between authorized locations and they will need enough money to defray costs for onward transportation to the emergency leave location, meals, and lodging as necessary in the event of an unexpected delay.

Mail and Care Packages

Mail and care packages are a great way to stay connected during the deployment. Here are some helpful hints to ensure your mail arrives safely.

- Mailing addresses will be released approximately 30 days prior to deployment.
- The FRO will assist in disseminating the addresses to authorized contacts via an email message.
- Please contact the FRO for any mailing addresses or questions during the deployment, not the Base Post Office
- **Do not put ship names or locations on mail!!**
- All mail and packages must be addressed to an individual or job title such as "HMC Smith" "Private First Class Smith" etc. Mail sent to "Any Marine or Sailor" will be returned to sender.
- All packages must have a completed customs document when sent to overseas FPO/APO address, regardless of weight.

Mailing Recommendations:

- Recommend nylon filament fiber tape or mailing tape. Masking and scotch tape are NOT AUTHORIZED. Do not wrap with string.
- Place liquid items such as salsa, hygiene items and beverages in separate zip lock bags. Do not mail any liquids that can explode such as carbonated drinks.
- Always use the smallest box possible that conforms to the contents you are sending.
- Ensure the weight of the items in the box is evenly distributed and always use durable boxes.
- Add packing material on the inside of any portion of the box that sags or is easily depressed.
- Package items tightly to avoid shifting.
- Place mailing address inside the parcel on a separate piece of paper.

You can request FREE Postal Mailing Supplies to be sent to your home (ask for military package) www.USPS.com
1-800-610-8734

Deployment Documents/Legal Readiness

In addition to the checklists and other information provided in this pamphlet and your Family Care Plan, you and your Marine or Sailor should consider several other important documents prior to deployment. These documents are an essential part of your readiness as a family to maintain both the home front and the military mission.



Important government documents to possess at home (and where to get them):

Deployment Orders

Deployment orders are official government documents verifying your Marine or Sailor's current military status as deployed. These orders are useful for certain types of transactions, especially those involving the Servicemembers Civil Relief Act, such as obtaining or refinancing a mortgage, placing cell phone service on hold, breaking a lease, or obtaining a stay in civilian court proceedings. The unit administrative office, known as S-1, will issue your Marine or Sailor a copy of these orders prior to the deployment.

Leave and Earnings Statement

All pay, allowances, and deductions are captured on a Leave and Earnings Statement (LES). An LES is useful for transactions that require verification of income, such as obtaining a car loan or setting up utilities for an apartment. Because a Marine or Sailor's pay fluctuates during the deployment based on factors such as sea pay, family separation allowance, and the geographical area of operations, it is imperative that the LES is viewed each month to ensure all pay, allowances, and deductions are accurate. The LES is available on the MyPay website as discussed below.

MyPay

Your Marine or Sailor can establish or stop allotments (automatic routing) of pay, make certain changes to tax withholding, update account preferences, or access an electronic copy of the LES by visiting the MyPay website at <https://mypay.dfas.mil/mypay.aspx>. Service members may also establish a Limited Access Password for a spouse or extended family member who may need to take on financial responsibilities for that Marine or Sailor. Limited access users *are authorized to view pay and tax statements but do not possess the ability to create any pay changes*.

Legal Assistance Offices

Camp Lejeune: Bldg. 66

Legal Assistance: 910-451-7085

Legal Assistance Information Line: 910- 451-1903

Website: www.mcieast.marines.mil/StaffOffices/StaffJudgeAdvocate.aspx

MCAS New River : Bldg. AS 216

Legal Assistance: 910-449-6169

Legal Assistance Information Line: 910- 449-6169

Website: <http://www.newriver.marines.mil/StaffJudgeAdvocate.aspx>

MCAS Cherry Point: Bldg. 219

Legal Assistance: 252-466-2310

Legal Assistance Information Line: 252-466-2310/2365

Website: www.cherrypoint.marines.mil/StaffOffices/CPLegalServiceSupportTeam/LegalAssistance.aspx



Deployment Documents/Legal Readiness

Important documents to consider preparing prior to deployment:

Power of Attorney

A Power of Attorney (POA) is a legal document in which one person (the principal) grants authority to another (the agent) to act on that person's behalf in the principal's absence. A POA will allow the agent to act on the Marine or Sailor's behalf in matters related to leases, vehicle registration and insurance, securing important government benefits (such as replacement ID cards), and other tasks.

There are two basic types of POA: a General POA and a Special POA.

General POAs allow the agent to do anything the principal could do (with some limitations).

Special POAs allow the agent to do only those things expressly listed in the document itself.

Regardless of the type of POA, a business or agency is not legally required to accept the document. Ensure that you check with your banks, cell phone providers, and other companies with which you do business to ensure that they accept these documents. In addition, Base Housing authorities require special language in a POA to accept or vacate quarters. If you live in base housing or intend to do so in the future, this language must be included.

Notary Services

The MEU Staff Judge Advocate, your unit Adjutant, and legal assistance attorneys at the Base Legal Assistance Office are able to provide notary services and witness signatures on legal documents.

Will

A Will is a legal document used to determine how to dispose of a person's assets in the event of death; a properly-drafted Will can save time and significant resources after the loss of a loved one. Wills are available for both service members and dependents at the Base Legal Assistance Office. Contact numbers and websites are provided at the bottom of page 15.

Living Will

A Living Will is a legal document used to indicate a person's wishes in the event that they are severely injured and are unlikely to recover. Common terms used to describe these conditions are "coma" and "vegetative state." The Living Will explains to medical personnel exactly what your Marine or Sailor would want should such a condition arise.

Durable Power of Attorney for Health Care

The Durable Power of Attorney for Health Care is different from a regular Power of Attorney. This important document identifies to doctors and other medical professionals an individual who has the authority to make significant medical decisions on behalf of someone who is incapacitated.

Although your Marine can obtain a Power of Attorney and Notary Services from the MEU Staff Judge Advocate, the Camp Lejeune Base Legal Assistance Office is your primary resource for all other legal assistance matters. The Base Legal Assistance Office can provide advanced legal assistance to both service members and dependents in the form of estate planning, establishing trusts, dealing with tax liabilities, creating advanced medical directives, and exercising rights under the Servicemembers Civil Relief Act.

You and your Marine or Sailor should discuss all of these documents well in advance of deployment.

If you have additional questions about these services, the documents described above, or other legal matters related to the deployment, contact the MEU Staff Judge Advocate or the Base Legal Assistance Office. Contact information on page 15.

Chaplain

The Religious Ministry Team (RMT) is comprised of 1 Chaplain and 1 Religious Program Specialist (RP) from the US Navy Chaplain Corps. A Chaplain is a qualified Religious Ministry Professional endorsed by a DOD listed Religious Organization and commissioned as officers in the United States Navy, but do not serve as combatants. RPs are enlisted support personnel specifically trained to support the Chaplain and execute the Command Religious Program, and as combatants provide force protection for the Chaplain.



The Four Core Capabilities of the Chaplain Corps are:

- 1) Provide- Faith specific ministry
- 2) Facilitate- Religious accommodation for all faith groups represented at the command.
- 3) Care- for all service members and their families even those who have no specific faith.
- 4) Advise- the command on all issues to include morale, morals, ethics, spiritual well being and emerging religious requirements.

In addition, Chaplains also provide counseling to service members and their families. All communications made to the Chaplain or the RP are protected by ABSOLUTE confidentiality.

CREDO



CREDO is the acronym for the Chaplains Religious Enrichment Development Operation, a Chief of Navy Chaplains sponsored relationship enrichment program established in 1971, helping improve job performance and enhancing overall quality of life for active-duty service members and their families. There are 11 CREDO locations worldwide.

Who can attend?

Active duty, Retired and Reserve Navy, Marine Corps, Coast Guard personnel, DoD civilian employees, as well as family members with appropriate ID cards. CREDO serves Camp Lejeune, MCAS New River, and MCAS Cherry Point. For more information, please call or visit the website at: www.mccslejeune-newriver.com/credo

Marriage Weekend Retreat

Utilizing the PAIRS Foundation curriculum and PREP during an intensive weekend, couples learn essential skills for enhanced communication, self-worth, empathy, emotional expression, and healthy conflict resolution that enrich relationship satisfaction. Couples will have an opportunity to put the training into action over the weekend. CREDO programs are traditionally 48 hours in length held on Friday afternoon through Sunday afternoon. All the programs are free to those who attend. All events require advance registration, and space is limited.

One-Day Relationship Enrichment Events

CREDO Camp Lejeune offers Combat Ready Forces several one-day retreat experiences to enhance war fighter readiness by increasing their family readiness potential. These one day program are most often sponsored by specific units but open registration is allowed.

Location and Hours:

Bldg. 67, 2nd Deck, Camp Lejeune

910-449-8292/8294

Monday - Friday: 7:30AM - 3:30PM

United Through Reading

The United Through Reading (UTR) Military Program provides an opportunity to ease the stress of separation for military families by having deployed relatives read children's books aloud via DVD. The child being read to at home can buy the book that their loved one is reading on DVD or get one from a library and to follow along. The benefits of this program are twofold. First benefit is in getting the child an opportunity to see their loved one on DVD again and again. And secondly, studies have proven that this program enhances a child's desire to read.



The program is simple; a service member arrives at a scheduled time and is recorded reading an age appropriate (reading level) book of their choice. It is best if the service member has practiced reading the book so as not to stumble during the recording. Once recorded, the service member is given the DVD and mailing jacket that he/she can mail home.

Individual Marines or Sailors can record UTR DVDs before deployment at the Jacksonville USO office located at 9 Tallman Street. To secure a time to record call the USO at 910-455-3411.

Family Care Plan and NAVMC 11800

A Family Care Plan is the responsibility of all Marines and Sailors who have dependents and/or bear sole responsibility for the care of minor children or family members who are unable to care for themselves in the absence of the Marine or Sailor.

Marine Corps Order (MCO) 1740.13C states that the Family Care plan outlines the legal, health care, logistical, educational, monetary, and religious arrangements for the care of the Marine's family member(s) or ward. The plan includes Wills, Powers of Attorney, Certificates of Guardianship, family contacts, Special Letters of Instruction, and any other documentation necessary for the caregiver's use. Classes are available to aid in the understanding and completing of Family Care plans. Contact the Family Readiness Officer for more details.

Family Care Plans are available in a PDF format file (NAVMC 11800) that is filled in and printed. FCPs are validated and maintained by the 26th MEU Adjutant.

In accordance with MCO 1740.13C Marines shall:

- Develop a Family Care Plan
- Ensure dependent family members are properly identified and enrolled in DEERS and that unit diary entries are current.
- Ensure information contained in the FCP is current and applicable
- Ensure care giver(s) are provided with detailed instructions and necessary documentation consistent with the FCP.
- Ensure the command is notified within 60 days after a change in circumstances or personal status that generates the requirement for, or update of, a family care plan.

You are highly encouraged to discuss any questions you have with the Family Care plan with the MEU's Staff Judge Advocate at 910-451-0062 or the MEU's Adjutant at 910-451-0039.

***What would happen to children, dependent family members, or pets if a spouse or care provider is injured or dies while the Marine or Sailor is deployed or away for training?
Nobody wants to think about that possibility, but everyone needs to plan for it.***

Getting Married or Newly Married

If you are planning on getting married or recently married (up to one year), the Family Readiness Officer can provide you with a variety of information. From what documents are required to rate Basic Allowance for Housing (BAH), to classes that teach you how to build a long and lasting relationship with your spouse.



ID Cards and DEERS

The first thing is to enroll your spouse in Defense Enrollment and Eligibility Reporting System (DEERS) and obtain an ID Card. Their ID Card is the ticket to all the benefits entitled to a military spouse. Here are the five things you need to know in order to get a military ID card as a newlywed.

1. Your service member must sponsor you.

Because all benefits are derived from your service member's job, he or she must be the one sponsoring you through the process. They must obtain the forms and sign them in person. If he/she is deployed DD Form 1172-2 can be signed and notarized in front of a verifying official or signed using a specific power of attorney for ID cards/DEERS.

2. Collect your documents.

You will need your photo ID, social security card, birth certificate and wedding license. If you and your service member already have a child together, you will need to bring his birth certificate and social security card. If you are bringing children to the marriage from a prior relationship, you will need their birth certificates, social security cards and your marriage license and/or adoption papers.

3. Enroll in DEERS.

DEERS, the Defense Enrollment Eligibility Reporting System, is a series of databases of all uniformed service members, their legal dependents, and others who qualify. You get enrolled in DEERS and get your ID on the same day, so you must be present and any dependents over age 10 must be present with your service member.

You can either go to your local ID card office -- the Real-Time Automated Personnel Identification System (RAPIDS) site. Or your service member can set up an appointment online. At the office, the service member completes Form 1172-2. This form is subject to verification time and processing.

4. Finally the military ID card.

Once the RAPIDS worker verifies and processes your paperwork so that you are duly enrolled in DEERS, your service member fills out DD Form 1173 for Dependents of Active Duty Members. You must bring two other forms of ID. At least one of these must have your photo. After the forms are filled out, the RAPIDS worker takes your picture on site and makes your ID to take home with you.

5. Don't lose your card.

Replacing a military ID is not as simple as getting online and getting your current driver's license replaced. This process differs depending on where you live. Your service member may have to repeat the process with you in person. A letter from your spouse's commander may be required or a visit to the base security office. If you have a specific power of attorney for ID card/DEERS, you can go to your nearest RAPIDS site and obtain your new card. Also, this card may not be altered in any way or used by anyone else, subject to forfeit.

Medical and Dental

Enroll your Spouse in the military healthcare program (Tri-Care) and the dental program (United Concordia). Information for these programs can be found at the following website.: www.tricare.mil

ID Card Centers

Please see **page 25** for locations of and information on ID Card Centers and DEERS enrollment.

You will need the following **original or certified true copy** documents:

Marriage Certificate
Birth Certificate
Social Security Card
Divorce Decree (If applicable)
Photo ID

Expecting a Baby

Whether you are expecting your first child or you already have children, you probably have some questions. There are many local and regional resources out there to assist you with them. A few local ones are:

New Parent Support Program (NSPS)

Marine Corps Community Services (MCCS) "Baby Boot Camp"

Women, Infants, and Children (WIC)

Navy Marine Corps Relief Society (NMCRS)

Camp Lejeune Naval Hospital

OB Clinic	910-450-4561
Family Medicine	910-450-4698
Nurse Advice Line	910-450-4357 (Option 2)
Post Partum Care	910-450-4449
Labor & Delivery Triage	910-450-3003

Website: www.med.navy.mil/sites/nhcl

Enrollment in DEERS

The DEERS (Defense Enrollment and Eligibility Reporting System) enrollment process varies depending on whether your child is born at the Naval Hospital or at an off base hospital. Request information from the Family Readiness Officer to learn more about this process or call DEERS

Additional information

Don't forget to take into consideration your W-4 or updating your Will and Power of Attorney.

Additional information for Marines expecting a baby can be obtained through the Family Readiness Officer.

The Marine Corps Exchange (MCX) sponsors the Baby and Me Program by providing a \$10 MCX gift card. Proof in the form of a birth certificate must be brought into the MCX within 30 days of the birth.

New Baby Checklist

- Inform your SNCOIC/OIC*
- Attend baby boot camp
- Attend budget for baby workshop
- Create a financial plan
- Contact Naval Hospital Camp Lejeune for preregistration information
- Contact WIC for eligibility (if applicable)

After baby is born:

- Enroll baby in DEERS
- Select Tricare coverage and enroll baby in Tricare
- Visit Installation Personnel Administration Center (IPAC)
 - Add dependents
 - Be sure your record of emergency data (RED) is updated
 - Be sure your Service members' Group Life Insurance (SGLI) is updated
- Update Marine Online (MOL)
- Update your W-4 (can be done through MyPay)
- Update your will and power of attorney
- Update your Family Care Plan
- Enroll in EFMP (if applicable)
- Update your financial plan
- Inform your SNCOIC/OIC*, the FRO, and the Chaplain when baby is born.

*SNCOIC/OIC: Staff Non Commissioned Officer in Charge/Officer in Charge. The Staff NCO or Officer in Charge of a section.



Sexual Assault Prevention & Response

Sexual assault is a criminal act and will not be tolerated. The Marine Corps' goal is to eliminate sexual assaults within the Corps and to assist those affected by sexual assault. (MCO 1752.5B)



The MCB Camp Lejeune and the MCAS New River Sexual Assault Prevention and Response Program provides 24/7 support and advocacy to all Marines, Sailors, and military dependents over 18. The Program addresses the prevention of sexual assault through awareness, education, and training. We also ensure that all Marines who are victims of sexual assault are "treated with dignity, sensitivity, and without prejudice" (MCO 1752.5B).

Restricted Reporting

If a person that has been assaulted wants to receive medical treatment and support services without triggering an official investigation, he or she can make a confidential report to any of the following individuals:

- Sexual Assault Response Coordinator (SARC)
- Uniformed Victim Advocate (UVA)
- Civilian Victim Advocate
- Healthcare Provider or Personnel
- Chaplain
- Victims Legal Counsel

When a Marine decides to make a restricted report, they receive medical care and counseling without notifying command or law enforcement officials. The SARC will notify the Commanding Officer of the Installation that an assault occurred without providing identifying information about the victim. A Marine who elects to make a restricted report can always change to an unrestricted report.

Unrestricted Reporting

The unrestricted reporting option allows a Marine to receive medical treatment, counseling, and an official investigation of the crime. An unrestricted report of sexual assault can be made to the following individuals:

- Sexual Assault Response Coordinator (SARC)
- Uniformed Victim Advocate (UVA)
- Civilian Victim Advocate
- Health care provider or personnel
- Chaplain
- Chain of Command
- Law enforcement
- Victims Legal Counsel ([Click here for brochure](#))

Details of the incident will only be shared with personnel who have a legitimate need to know. This option allows the victim to request a Military Protective Order, Civilian Protective Order, or an Expedited Transfer and enables the Marine Corps to potentially hold the offender accountable.

SAPR, Camp Lejeune
Bldg. 799 Brewster Blvd.
Camp Lejeune

910-450-5159

Hours

Monday - Friday
7:30AM - 4:30PM

**Camp Lejeune
24/7 Support Line
910-750-5852**

SAPR, MCAS New River
Bldg. AS-90 Curtis Rd.
MCAS New River

910-449-5243

910-449-5254

Hours

Monday - Friday
7:30AM - 4:30PM

**New River
24/7 Support Line
910-238-6384**

SAPR, MCAS Cherry Point
Bldg. AS-232
MCAS Cherry Point

252-366-3264

Hours

Monday - Friday
7:30AM - 4:30PM

**Cherry Point
24/7 Support Line
252-665-4713**

Family Advocacy Program

Family Advocacy

The Family Advocacy Program (FAP) works to prevent domestic violence by offering resources, education, support, intervention and treatment. FAP provides counseling, case management and victim advocacy services to military families dealing with situations of domestic abuse in order to ensure safety for all individuals and to promote healthy relationships. Through collaboration with military treatment facilities, community services, and commands, FAP supports service members and their families and provides individual, child, marital and family therapy.



Lifestyle Enrichment and Development Program - Prevention & Education

Camp Lejeune-New River Lifestyle Enrichment and Development (L.E.A.D.) program is a series of evidence-based prevention and education services designed to help Marines, Sailors, and their families aboard MCB Camp Lejeune & MCAS New River improve their own lives and enhance their family and professional relationships.

Camp Lejeune

Bldg. 798 Brewster Blvd.
Camp Lejeune

910-449-9563

Hours
Monday - Friday
7:30AM - 4:30PM

Camp Lejeune Domestic Violence 24/7 Helpline
910-376-5675

New River

Bldg. AS-90 Curtis Rd.
MCAS New River

910-449-6110

Hours
Monday - Friday
7:30AM - 4:30PM

New River Domestic Violence 24/7 Helpline
910-376-2155

Cherry Point

Bldg. 232
MCAS Chery Point

252-466-3264

Hours
Monday - Friday
7:30AM - 4:30PM

Cherry Point Domestic Violence 24/7 Helpline
252-671-0377

Family Member Employment Assistance Program (FMEAP)

Family Member Employment Assistance Program (FMEAP) provides employment assistance, training and other career development opportunities to military spouses and family members. A FMEAP advisor can assist in the following areas:

Resume Assistance – Writing powerful resumes to help land an interview

Useful networking techniques, resources, and job referrals to identify potential employers

Workshops/Classes to provide practical application/hands on training of skills

Check out the **Military Transition Programs** if your spouse is leaving active duty at the End of Active Service (EAS), Retirement or military discharge prior to EAS. Spouses are welcome and encouraged to attend.

www.mccslejeune-newriver.com/fmeap/

Camp Lejeune/ New River

Bldg. 2473 Iwo Jima Blvd.

Tarawa Terrace

910-450-1676

Hours
Monday - Friday:
8:00AM - 4:30PM

Cherry Point

Bldg. 4335 Rm 217

252-466-4201

Hours
Monday - Friday:
7:30 AM - 4:30PM

Exceptional Family Member Program (EFMP)

The Exceptional Family Member Program (EFMP) is a mandatory enrollment program (MCO P1754.4B) for active duty personnel with family members with special needs. The goal of EFMP is to assist military families in managing the dual



demands of a Marine Corps career and the special needs of a family member. An exceptional family member includes a family member enrolled in Defense Enrollment and Eligibility Reporting System (DEERS) and Marine Corps Total Force System (MCTFS) who possesses a diagnosed physical, intellectual or emotional need requiring specialized medical or educational services. Enrollment in the EFMP program is designed to assist the sponsor with assignment to a duty station where appropriate services necessary to support the family member(s) are available. Installation EFMP Specialists are available to assist sponsors and their family members with the enrollment process, resource, referral, and support before, during and after Permanent Change of Station (PCS) transitions. Specialists serve as advocates for EFMP families to ensure access to vital medical, educational and community services.

The following conditions are examples that mandate enrollment in the program: asthma, autism, ADHD, learning disabilities, cancer, and multiple sclerosis.

- Families enrolled in EFMP do **not** automatically qualify for priority housing.
- EFMP has a lending library of books and recordings that you may check out.
- EFMP has regularly scheduled meetings and activities in support of EFMP families.

Only a commanding officer may receive a list of the families within a unit that are enrolled in the program. The commanding officer also retains the option of designating in writing another person in the unit who has access to review the list.

Enrollment

- Ensure the family member is enrolled in DEERS.
- Obtain necessary paperwork from the EFMP office .
- Call the EFMP to schedule an appointment with a Case Specialist to review the paperwork and forward the application to HQ EFMP.

Assignment Coordination

HQMC EFMP screens proposed accompanied orders for enrolled Marines to ensure that the special needs identified in a family's EFMP enrollment form (DD2792) are met at the proposed duty location. If sufficient care is not available, EFMP works to ensure a duty location where both career progression needs and Exceptional Family Member needs are met.

EFMP Offices and Contact Information

Monday—Friday 0800-1630

Camp Lejeune

Bldg. 40, Brewster Blvd

910-451-4394

910-449-9719

MCAS New River

Bldg. AS-112 Bancroft St.

910-449-4936

910-449-5251

MCAS Cherry Point

Bldg. 232

252-466-7533

EFMP LEGAL ASSISTANCE

The Staff Judge Advocate Office aboard Camp Lejeune houses a lawyer who works specifically for EFMP families. Contact the office at 910-451-9730.

Navy Exceptional Family Member Program

Navy EFMP Coordinator: 910-450-4131

Community Counseling Center

The Community Counseling Center offers counseling to service members and their families. Centers are conveniently located on-base at Camp Lejeune, New River Air Station and Camp Johnson. All counselors are experienced working with service members and military families. They are licensed and credentialed to practice mental health counseling within the USMC.



There is no referral needed and services are free. Regular hours are 7:30AM - 4:30PM Monday through Friday and off- hours appointments can be arranged. Appointments can be made by calling 910.451.2864. You are also welcome to walk in and be seen right away.

Our counselors will listen to your concerns, assess your needs and work with you to develop goals for your counseling sessions. Our team members are trained and experienced in the following areas and can offer counseling designed to meet your specific needs.

Individual Counseling – Couples Counseling – Family Counseling - Child and Teen Counseling – Care Management

Our counselors will collaborate with you to listen to your concerns and assess your needs. Together, you will develop goals for your counseling sessions. Our team members are subject matter experts in the following areas and can offer counseling designed to meet your specific needs.

Stress Management * Grief and Loss * Occupational Problems * Anger and Anxiety Issues * Enhancing Coping Skills * Adjustment Issues * Relationship Issues * Parenting Issues * Family Concerns * Challenges with Blended Families * Child and Teen Development and Behavior

Benefits of Counseling: Increased self-confidence, better family communication, improved well-being and overall mission readiness.

Camp Lejeune

Bldg. 799B Brewster Blvd.
Camp Lejeune
910-451-2864

New River

Bldg. AS-90 Curtis Rd
MCAS New River
910-449-6110

Cherry Point

Bldg. 232
MCAS Cherry Point
252-466-3264
Monday - Friday

Military Family Life Counselor (MFLC)

Military Family Life Consultant (MFLC)

A Military Family Life Counselor provides brief solution-focused problem solving support to Marines, Sailors and families. MFLCs are free, they do not take records and you don't need a referral.

The Military and Family Life Counselor is a Masters or PH.D. level licensed clinical counselor that works with families, individuals, couples and children to provide short term, non-medical, problem identification and counseling services. They work with existing military family support programs to compliment services provided.

MFLCs address:

Deployment/Reintegration Issues
Marriage and Relationship Issues
Parenting/Sibling & Family Issues
Communication Challenges
Stress and Anxiety
Depression
Grief and Loss

26th MEU MFLC
910-650-4168
Available Mon-Fri
0800-2000

Helping You Is Our Priority

After-hours and weekend appointments are available. Group or off-site meetings can be arranged.

Scheduling An Appointment Is Easy

Camp Lejeune
910-358-8840/8841
or 910-650-4090

MCAS New River
910-988-9541

MCAS Cherry Point
252-339-6084/0262/0290

FOCUS (Families OverComing Under Stress)

The **FOCUS Project** provides resilience training for military families facing the challenges of a family member's deployment during wartime.

FOCUS (Families OverComing Under Stress™) provides resiliency training to military children and families. It teaches practical skills to meet the challenges of deployment and reintegration, to communicate and solve problems effectively, and to successfully set goals together and create a shared family story.



As a service initiated by the Bureau of Medicine and Surgery (BUMED), FOCUS Project addresses concerns related to parental combat operational stress injuries and combat-related physical injuries by providing state-of-the-art family resiliency services to military children and families at designated Navy and Marine Corps sites. Since 2009, FOCUS Family Resiliency Services have been made available to Army and Air Force families at designated installations through support from the Department of Defense Office of Family Policy.

Project Goals

- Assist family members to address deployment stress and reminders to minimize their interference with parenting and family life.
- Enhance family communication and support by developing a shared family narrative about the deployment experiences
- Provide individual and community level consultations, workshops, and skill-building groups designed to support family resilience.

FOCUS Office

**Camp Lejeune, MCAS New River and
MCAS Cherry Point**

910-450-5631/5632/5633

www.focusproject.org

ID Card & DEERS Centers

If you are a servicemember, retiree, or dependent, DEERS registration is the key to getting your TRICARE benefits eligibility established. DEERS is a computerized database of military sponsors, families and others worldwide who are entitled under the law to TRICARE benefits.

Camp Lejeune ID Card Center: 910-451-2727/4223
Building 59 Molly Pitcher Rd.

- **Monday –Friday:** 0730—1600
Closed from 1130-1200 - With no new customers accepted after 1100;
No new customers accepted after 1545

Courthouse Bay Satellite Office: 910-440-2061
Building BB-12 Horn Rd.

- **Monday -Friday:** 0730 – 1600

MCAS New River Pass & ID: 910-449-7695/5428
Building AS187 (On the right, just before the main gate.)

- **Monday – Friday:** 0800-1615

MCAS Cherry Point DEERS & ID: 252-466-3330/7390
Building #298 between DMO & IPAC

- **Monday - Friday:** 0730-1600
Common Access Cards (CAC's) will not be issued after 1530.

Anyone in need of obtaining a new ID card must have his or her current ID card (or a lost/stolen ID statement) and a second form of ID. Dependent ID cards **WILL NOT** be issued unless a valid Power of Attorney is presented or the sponsor has already signed a DD Form 1172 (which must be signed for each new dependent ID card). Dependents under the age of 21 are **NOT** required to present secondary forms of ID.

IMPORTANT NOTE: All documents presented to the DEERS office must be the original or certified copies issued from the appropriate agency. We must be able to see and feel a raised seal on the documents including birth and marriage certificates. Customers must also present TWO (2) valid forms of ID, one of which must be an unexpired photo ID.

Marine Corps Family Team Building (MCFTB)

The mission for MCFTB is to enhance the quality of life for Marines/Sailors and their families by providing knowledge, skills, education and training in support of mission readiness. There is no cost for any program we conduct. The time invested by the units and participants pays significant dividends in the enhanced readiness, knowledge and preparation of the Marines and their families.



Readiness & Deployment Support

The goal of Readiness & Deployment Support is to prepare families for the unique challenges of deployment in addition to maintaining a constant state of readiness independent of deployment.

Each Marine Corps installation is staffed with Readiness and Deployment Support Trainers who coordinate and deliver pre, mid, and post-deployment briefs and support at the unit level for Marines, children, and extended family members.

Some of the courses offered to assist Marines and their families in obtaining and/or maintaining a state of personal and family readiness are:

- Pre-Deployment Brief
- Kids and Deployment Workshops
- In the Midst Workshops for Kids and Adults
- Return and Reunion for Spouses and Extended Family Members
- Kids and Reunion

Camp Lejeune & MCAS New River
Bldg. LC 4012 A Midway Park
910-450-0176

www.mccslejeune-newriver.com/mcftb

MCAS Cherry Point
Bldg. 82
252-466-4637

www.mccscherrypoint.com/mcftb



L.I.N.K.S.:

L.I.N.K.S. stands for Lifestyles, Insight, Networking, Knowledge, and Skills. For any family member new to the Marine Corps lifestyle, this is the class for you! L.I.N.K.S. is the "411" on the Marine Corps or Navy and provides you with information and tools (such as how to read an LES or learning traditions of the Marine Corps) to improve your lifestyle as a military spouse or military family member. L.I.N.K.S. offers a multitude of classes for everyone and a schedule and description of all classes is available at the MCFTB web site.

Family Readiness Assistant Training:

This interactive training is full of great information on the Family Readiness Program structure, local resources, good communication, and networking. This is required for appointed Command Team Advisors and Family Readiness Assistants; however it is open for anyone wishing to gain the knowledge.

Life Skills:

Life Skills Training and Education offers various workshops that will offer skills and tools that will enhance personal growth and education for both the individual Marine and their family member.

Volunteer Coordinator:

Volunteering can be a great way to develop skills, learn more about career options, make friends, garner new professional contacts, develop your professional network, get exercise, spend time outdoors/with animals/with kids, or even just shake up your routine. Part of finding the right volunteer opportunity is being honest about what you hope to learn and accomplish. If in the process of meeting your personal and professional goals, you are also serving as an effective volunteer, helping to meet the goals of your particular volunteer project or role, and/or helping to move an organization's mission forward, it's a win-win situation.



Military One Source

Military One Source (MOS) is a virtual extension of installation support services. MOS operates 24/7 and can be accessed via the web or by phone. All resources are provided to the Service Member or Family Member at **no cost**. MOS is always a recommendation from the Family Readiness Officer for resource information.

Here's a sampling of what Military One Source offers you:

- Counseling Services
- Online Libraries
- Auto Repair
- Home Improvement Reference Center
- Free Federal and State Tax Filing Options
- Webinars
- Health and Wellness
- Summer Vacation Planning
- Preparing for a PCS
- Domestic Violence Awareness
- Language Interpretation Services



Military One Source

1-800-342-9647

To create an MOS account, simply visit www.militaryonesource.mil select "Join Now/Register" on the top right tool bar, and follow the prompts

Navy Marine Corps Relief Society (NMCRS)



NMCRS is a non-profit charitable organization assisting Marines, Sailors, and family members in times of need with financial assistance, budgeting assistance, and other services like the Visiting Nurse Program. No one is excluded because of rank.

The Society provides need-based financial assistance to eligible recipients in the form of:

- Interest-free loans and grants
- Scholarships and interest-free loans for education.
- In addition, the Society offers the following services:
 - Financial Counseling
 - Budget for Baby Workshops
 - Thrift Shops
 - Visiting Nurse Services

You must go into a NMCRS office in order to receive assistance. If your sponsor is not available, a valid power of attorney or preauthorization form is required.

Camp Lejeune

Bldg. 14, McHugh Blvd.

910-451-5346

MCAS New River

Bldg. AS 232

910-449-6431

MCAS Cherry Point

Bldg. 294, Wing 7

252-466-2031/2797

Walk-ins are seen daily beginning at 0800 on a first-come, first-served basis. Call for additional information or to schedule an appointment www.nmcrcs.org

School Information

School Liaison Officer (SLO)

The School Liaison Officer is a huge asset for Marine Corp children worldwide. The SLO keeps the Marine Corps informed about local education issues affecting military kids attending *both on base and off base schools*. More importantly, the SLO is an excellent resource for parents and school age children.

Mission: To eliminate barriers and build bridges for the academic success of military dependent children through networks and partnerships with our local and global communities.

Vision: A community that military and civilian partners work hand-in-hand to successfully educate and advocate for the military child.

Goals: Understand and identify barriers to quality education for military dependent children in this area and develop solutions.

- Seek to promote and educate the command, parents, our Eastern NC community, and schools about the unique needs of military children.
- Make connections to partners who can provide support and assistance for military families and their educational needs.
- Communicate information to allow families to effectively advocate for their children in the educational setting.

School Liaison Officers:

Camp Lejeune/New River: 910-449-9915

On Line: www.mccslejeune.com/schools

MCAS Cherry Point: 252-466-4196

On Line: www.mccscherrypoint.com/schoolliaison.htm

Area County School websites:

Onslow County: www.onslowcounty.schoolinsites.com

Craven County: www.craven.k12.nc.us

Carteret County: www.carteretcountyschools.org



Camp Lejeune Schools

TT Elementary: 910-450-1635

Serves Pre K – 2nd grade students from Tarawa Terrace, Knox Cove, and Midway Park

Heroes Elementary: 910- 449-8000

Serves Pre K-5th grade students from areas of Berkeley Manor, Paradise Point, and Watkins Village and 3rd-5th grade students from Tarawa Terrace, Knox Cove, and Midway Park

Johnson Primary (Pre K-2): 910-451-2431

Serves Preschool – 2nd grade aboard Camp Lejeune

Bitz Intermediate (3-5): 910-451-2575

Serves 3rd-5th grade aboard Camp Lejeune

Brewster Middle (6-8): 910-451-2561

Serves all grade 6th-8th students from both the base and the air station

Lejeune High (9-12): 910-451-2451

Serves all high school students from both the base and the air station

MCAS New River Schools

Delalio Elementary:

910-449-0601

Serves all Pre K through 5th grade students from MCAS New River

Off Base Schools

Please use the websites to the left to obtain information about off base schools.



R U READY?

Yes	No	Unsure	N/A	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Do you and your family know who your Family Readiness Officer (FRO) is?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Do all of your dependents have a current ID card?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Does everyone who needs their Marine's full deployment address have it? E-mail address?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Do family members know how to contact the American Red Cross in case of emergency? Do they know what information they will need to provide to the Red Cross in order to get a message sent out to you?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Is family contact information current on the Record of Emergency Data (RED) Form?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Is beneficiary information accurate on the Service members Group Life Insurance (SGLI) policy?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Do you have a current Will?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Does someone you trust know the location of your Will?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Do you need a general or special power of attorney?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Have you recently updated your spending plan or budget?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Have you discussed communication plans and expectations for the deployment?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Do you and your family know who to turn to if they need assistance during deployment?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	If you have dependents, do you have a workable Family Care Plan that has been updated?

Deployment Readiness Checklist

While this list may seem daunting, it will be very helpful to have all of this information in one place. This checklist is intended to assist married Marines in preparing for and achieving readiness for deployment.

Documents

- Ensure your dependent has a valid military ID card which will not expire while you are away (if applicable).
- Designate an emergency caregiver in loco parentis while your Marine is deployed in the event that the spouse at home is unable to care for children.
- (Spouses) Memorize your Marine's Social Security number.
- Review Record of Emergency Data (RED) form and update as needed.
- Contact Base Legal Services Office for any needed powers of attorney.
- Update Will.
- Ensure Service members' Group Life Insurance (SGLI) has correct and most up to date beneficiary information.
- Register to vote and request absentee ballot.
- Provide complete official deployment mailing address to family and friends.
- Does someone have a copy of your Official Military Orders?
- Update your Family Care Plan.
- Ensure your Will includes who will become guardian to your children in your absence (if applicable).
- Review the amount and beneficiary information on your Service members' Group Life Insurance.
- Confirm your dependents enrollment in DEERS (if applicable).
- Include child care provider contact info on RED (if applicable).
- Develop a written contract with your child's caregiver that includes financial arrangements.

- Set up an allotment to provide financial support while you are away.
- Enroll your dependent in the TRICARE region to be used.
- Other _____.

Store Important Documents:

- Marriage certificates
- Birth/adoption certificates
- Naturalization and citizenship papers
- Insurance policies (life, household, auto)
- Deeds/mortgages/lease agreements
- Social Security cards
- Military records (copies)
- Vehicle title/s or loan documents
- Tax returns
- Divorce decrees
- Court orders (support and/or custody)
- Death certificates of deceased family members
- Passports
- Vaccination records
- Will, POA

Emergency Plans

- Discuss emergency communication with family.
- Give FRO contact information for family.
- Provide Red Cross contact information to family.
- Ensure family has your contact information.
- Give family the location of important papers and a key to access.
- Develop emergency evacuation plan.
- Other _____.

Medical/Dental

- Ensure enrollment in TRICARE at (800) 538-9552.
- Check with all family health providers for acceptance of TRICARE insurance.
- Contact TRICARE if family plans to travel/relocate during deployment to ensure coverage.
- If children are to be born during deployment, either a general or special power of attorney is required to enroll the child in DEERS.
- Ensure enrollment for dental care by calling United Concordia at (888) 622-2256 or online at www.ucci.com

Financial Preparation

- Create a spending plan for the deployment.
- Start allotments or set up online banking to pay bills.
- Make arrangements to pay periodic expenses such as taxes, tuition, or insurance.
- Arrange an extension for filing taxes if due during deployment (www.irs.gov).
- Review existing accounts.
- If your family has a safe deposit box, make sure at-home family member has access to it.
- Review MyPay account and provide access (<https://mypay.dfas.mil/mypay.aspx>).
- Go over Leave and Earnings Statement (LES) with person who will have access to it.
- Determine if personal phones are allowed and ensure international access.
- Cancel any unneeded utilities, expenses, or phone plans prior to departure (as applicable).
- Determine who will use which credit cards.
- Review credit card balances.
- Gather information about other assets such as bonds, mutual funds, CDs etc., and maturation dates.

Housing (if applicable)

- Participate in unit's TMO if living in barracks.
- Ensure renters' or homeowners' insurance is current.
- Take name off utilities and or lease if sharing living quarters with someone else (roommate)
- Hire a property management company if you own a home and have tenants, or for outside maintenance of home such as grass cutting.
- Cancel utilities.
- Other _____.

Communication

- Provide FRO, unit toll-free number, and unit website to family and friends.
- Provide complete official mailing address to family and friends.
- Make arrangements for birthdays and special occasions.
- Discuss expectations for keeping in touch with friends and family.
- Gather phone numbers, addresses, and e-mail addresses of family and friends. Discuss expectations for keeping in touch.
- Create a plan for making telephone calls.
- Explain OPSEC to family and friends.
- Ask family and friends to send regular mail and care packages.
- Buy stamps, phone cards, camera batteries, etc.
- Other _____.

Vehicles

- Update insurance, tags, title and registration. Ensure state inspections and base stickers are current on all vehicles.
- Discuss routine maintenance with vehicle caretaker (if applicable).
- Arrange to store or have someone take care of your vehicles (if applicable).

Outstanding Legal Matters (If Applicable)

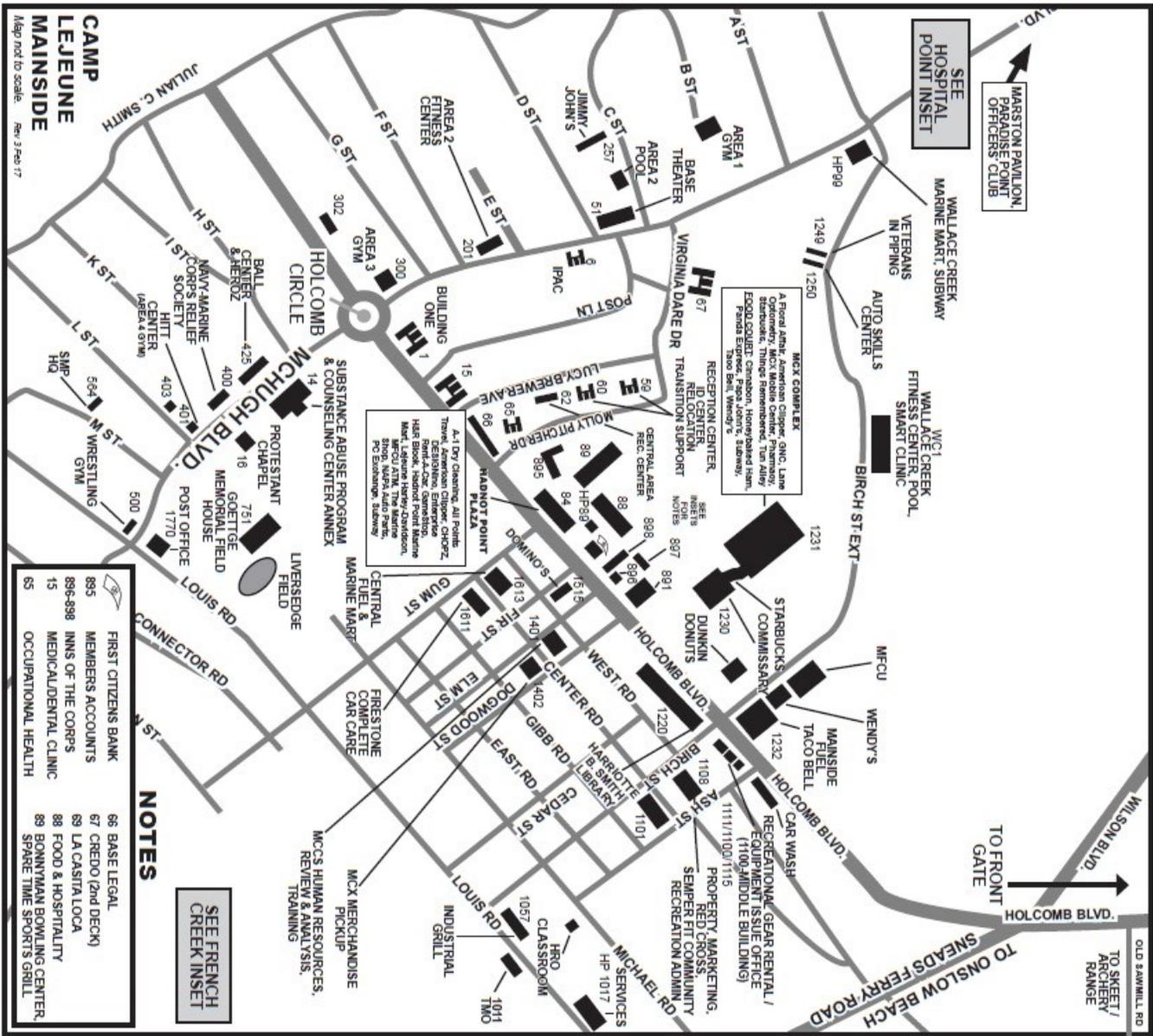
- Make arrangements to address any outstanding traffic violations, tickets or fines.
- Ensure custody disputes have been finalized or have an agent working on your behalf.
- Ensure all matters regarding a pending divorce have been resolved or arrangements are made to finalize upon Marine's return.
- Set up allotment for child support payments, bills, vehicle payments, insurance, etc.

Children (if applicable)

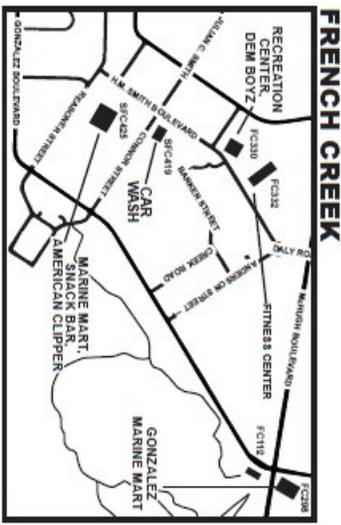
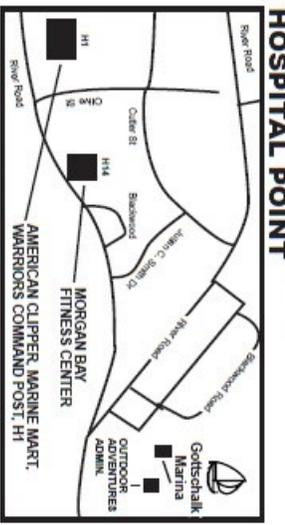
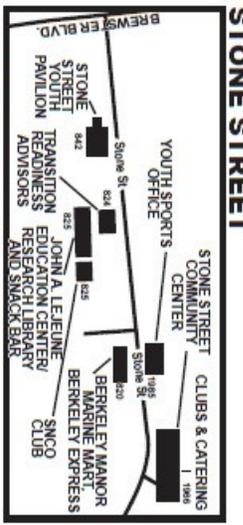
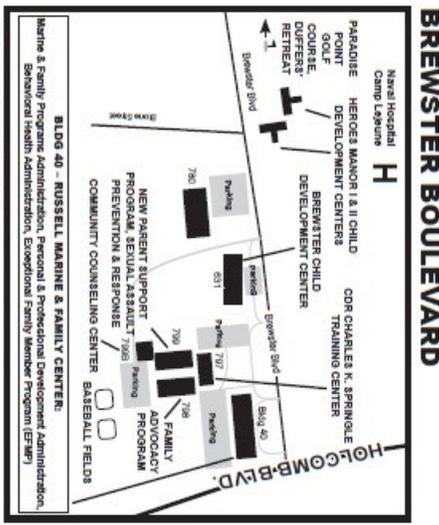
- Ensure vaccinations are current.
- Identify a child care provider for emergency/respice care.
- Tell your child about the deployment; that you will be leaving, why, and approximately when you will return if known.
- Provide your older child with tools needed to stay in touch with you such as stationary, pens, markers, stamped, self-addressed envelopes, etc.
- Ask if your child's school sponsors a discussion group or other program for children of deployed military parents.
- Create a photo album for you and each of your children doing things together.
- Read and record your child's favorite book(s) on audio or video tape.
- Leave a personal item of yours for each of your children to keep until your return.
- If you have pets and your caregiver is not caring for them too, explain this to your child.
- Include money in your budget for phone calls, gifts, and souvenirs for your children.
- Avoid putting added responsibilities on your child by not saying things like, "You're the man of the house," or, "Take care of your little brother."
- Request a mentor for your child through the national Big Brothers/Big Sisters program, church, extended family member, or a Marine who is a friend of the family who is not deploying.
- Discuss what role, if any, your child's other parent will have during deployment.
- Tell extended family members about your upcoming deployment, provide your child's contact information, and ask them to keep in contact with your child.
- Tell your children that you love them.
- Other _____.

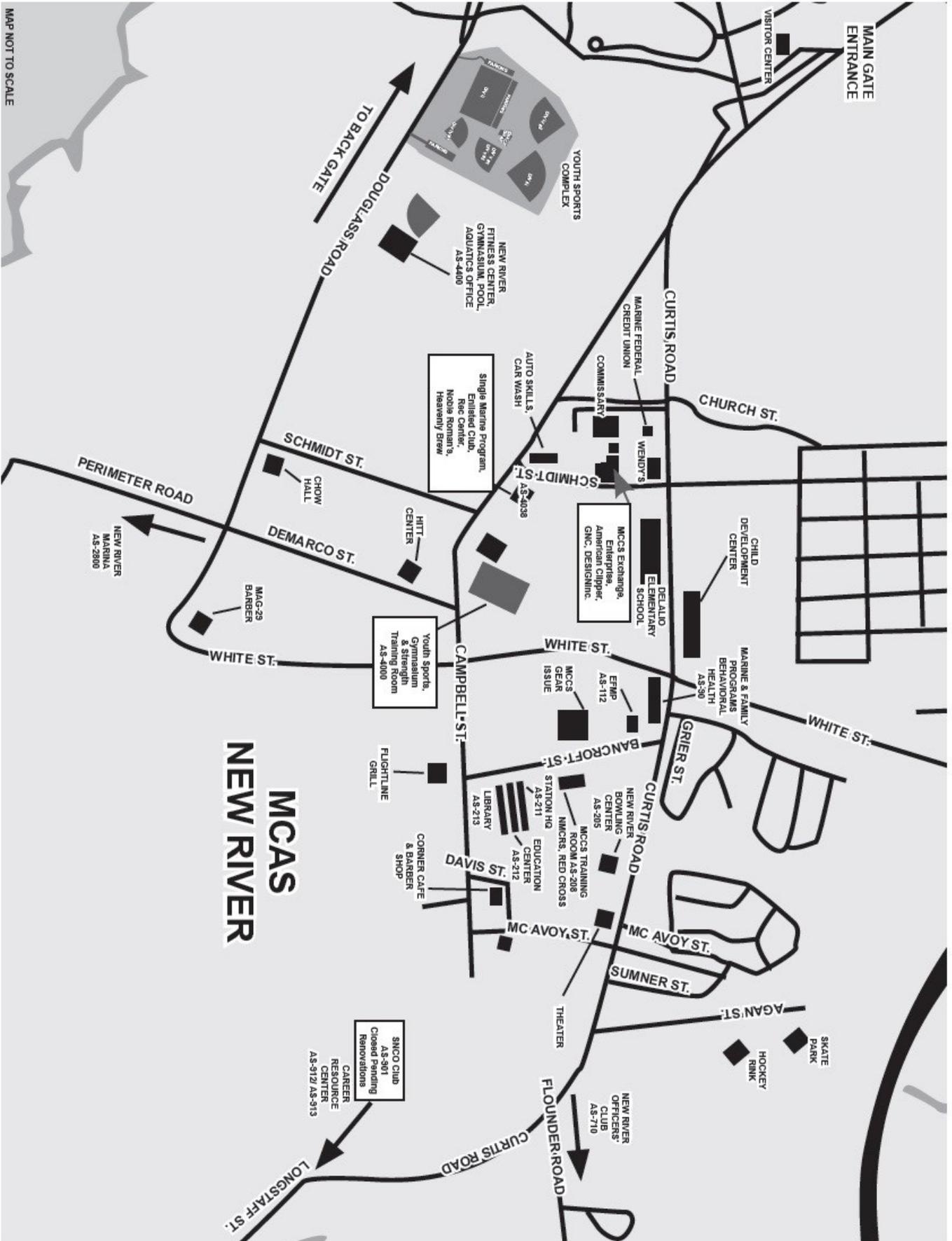
Legal Guardian (if applicable)

- Provide the FRO contact info to your child's caregiver.
- Give your contact information to your child's caregiver and child (if the child is old enough).
- Tell your child care provider to contact the American Red Cross in case of an emergency.
- Provide copies of your child's medical records to your child's caregiver.
- Tell your provider how to obtain medical care, dental care, and prescriptions.
- Establish with your child's caregiver where they will go or who they will contact in case of a disaster.
- Make a plan to celebrate birthdays and holidays.
- Establish a plan with caregiver to facilitate communication from your child to you.
- Provide info about your child's routines: meal and bed times, chores, special toys, etc.
- Other _____.



- NOTES**
- 86 BASE LEGAL
 - 87 CREDO (2nd DECK)
 - 89 LA CASITA LOCA
 - 88 FOOD & HOSPITALITY
 - 89 BONNYMAN BOWLING CENTER
 - SPARE TIME SPORTS GRILL
- SEE FRENCH CREEK INSET**

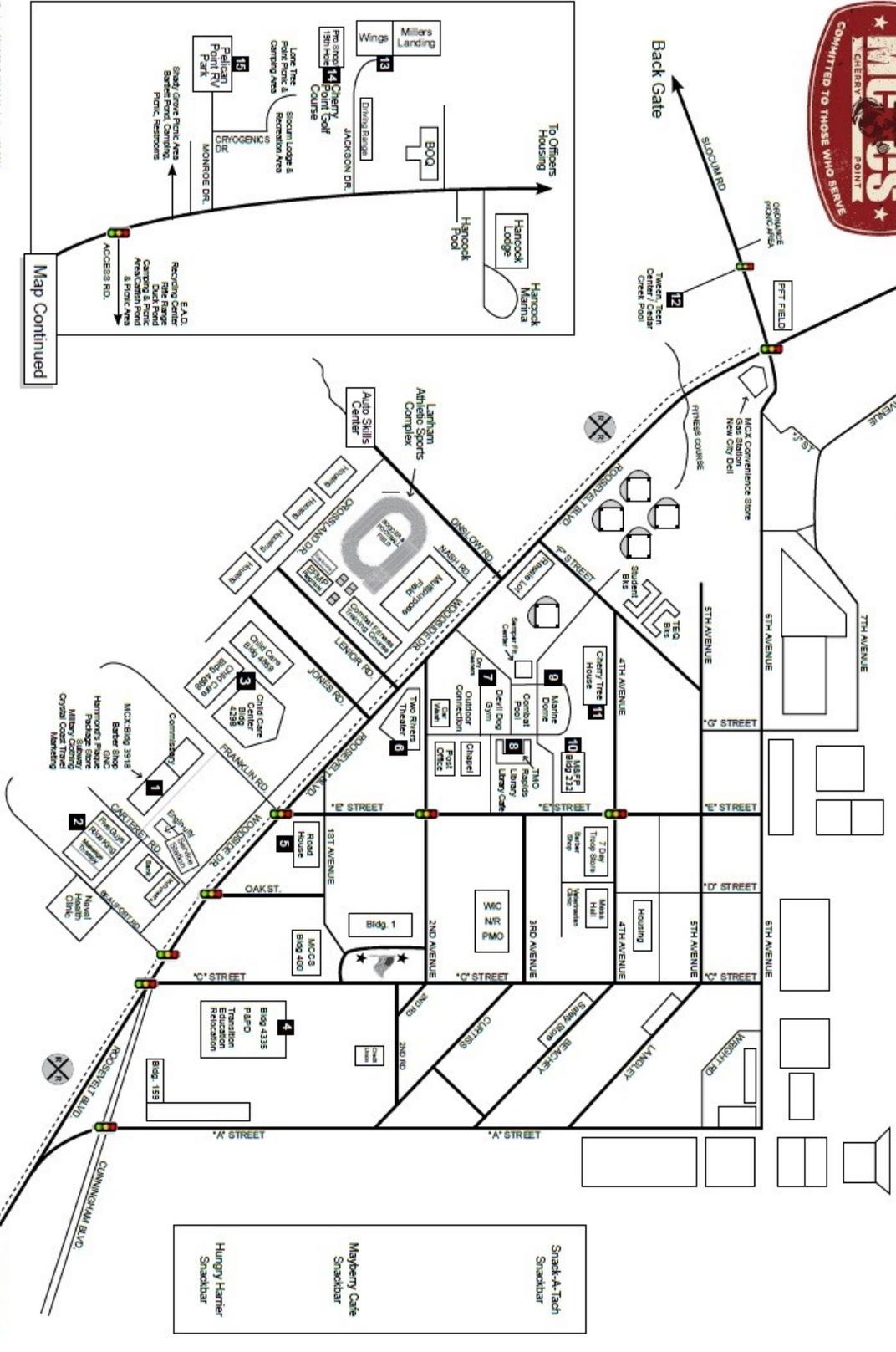






Continued in inset

- 1 Main Exchange
- 2 Five Guys/Rice King
- 3 Child Development Center
- 4 P&P/D/TER
- 5 Road House
- 6 Two Rivers Theater
- 7 Devil Dog Gym
- 8 Station Library/Library Cate
- 9 Marine Dome
- 10 Marine & Family Programs
- 11 Cherry Tree House
- 12 Tween, Teen Center
- 13 Millers Landing/Wings Restaurant
- 14 Golf Course/19th Hole
- 15 Pelican Point RV Park



November 2017/2018, MCCS Marketing, 488-2001

Map Continued

<http://mccscherry.com/new-map/>

Important Numbers

	Camp Lejeune	MCAS New River	MCAS Cherry Point
American Red Cross	910-451-2173	910-449-4756/4757	252-637-3405
Atlantic Marine Corps Community (AMCC)	910-219-6451	910-219-6451	252-463-8428
Atlantic Marine Corps Community Maintenance	877-509-2424	877-509-2424	877-509-2424
Base Chaplain's Office	910-451-3210	910-449-6801	252-466-4000
Base Duty Chaplain	910-451-2414	910-449-5411	252-466-3314
Base Information	910-451-1113	910-451-1113	252-466-2811
Children, Youth, and Teens Program (CYTP)	910-450-0553/0554	910-449-5633	252-466-6181
Commissary	910-451-5071	910-449-6395	252-466-0800
CREDO	910-450-1668/1671	910-450-1668/1671	910-450-1668/1671
DEERS Office	910-451-1005	910-449-5428	252-466-5428
Distribution Management Office (DMO)	910-451-2377	910-451-2377	252-466-2345
Education Center	910-451-3091/9127	910-449-6623/5397	252-466-3500
Exceptional Family Member Program (EFMP)	910-451-4394	910-451-4395	252-466-7547
FOCUS	910-450-5631/5632/5633	910-450-5631/5632/5633	252-466-7137
Housing Office	910-450-1627/1628	910-450-1627/1628	252-466-3602
ID Card Center	910-451-1793	910-449-6354	252-466-5921
Lejeune Inn (On base lodging)	910-451-3041	www.mccslejeune-newriver.com/inns	
Marine Corps Exchange (MCX)	910-451-5030	910-449-0539	252-447-7041
Marine Corps Family Team Building (MCFTB)	910-451-0176	910-451-0176	252-466-5779
Military Family Life Consultant (MFLC)	910-478-5039	910-478-5039	252-876-8016
Military One Source	800-342-9647	800-342-9647	800-342-9647
Military Police (PMO) Non-Emergency	910-451-2555	910-449-6111	252-466-4366
National Suicide Prevention Lifeline	800-273-8255	800-273-8256	800-273-8257
Naval Hospital Camp Lejeune, Nurse Line	910-450-4357 Option 2		
Navy-Marine Corps Relief Society (NMCRS)	910-451-5346	910-449-6431	252-466-2031/2797
New Parent Support Program (NPSP)	910-449-9501	910-449-4866/4867	252-466-3651
Public Affairs Office (PAO)	910-451-7440	910-449-6196	252-466-4241
TRICARE	877-874-2273	877-874-2273	877-874-2273
Welcome/Visitors Center (Front Gate) Pass & ID	910-451-2197	910-449-5513	252-466-4685
Women, Infants, and Children Office (WIC)	910-353-0022	910-353-0022	252-447-0123