



DEPARTMENT OF THE ARMY
ALPHA COMPANY, CONUS REPLACEMENT CENTER (CRC)
1733 PLEASANTON ROAD, BUILDING 1003
FORT BLISS, TEXAS 79916

AFKA-DWF-CD

4 March 2021

SUBJECT: Fort Bliss CONUS Replacement Center Military Mobilization Welcome Letter

1. Purpose.

- a. Fort Bliss CONUS Replacement Center's mission is to ensure the timely training, equipping, and validating of military personnel to the combatant theater of operations.
- b. CRC does not conduct Mobilization In Progress Reviews with authorized units and individuals.
- c. The purpose of the Welcome Letter is to provide key information and procedures for military deployers.

2. CRC Management System Reservation.

- a. Deployers must submit a reservation to mobilize through CRC. Reservations must be submitted NLT 1200 Mountain Standard Time the Wednesday prior to in-processing.
 - i. To make a reservation, please go to <https://home.army.mil/bliss/index.php/units-tenants/crc>.
 - ii. Select: "Military Deployers", scroll to the bottom of the page and select, "Reservations").
 - iii. MIL and CIV Reservation (CAC required) is hyperlinked to MOBCOP. Sign in and select CRC Management System (CRC MGMT). Follow prompts to create reservation.
 - iv. Other Reservation (non-CAC holders) is hyperlinked to a spreadsheet. Fill out and return to USARMY Ft Bliss 5 Ar Bde Mailbox CRC S3 OP at usarmy.bliss.5-ar-bde.mbx.crc-s3-op@mail.mil. CRC S3 Operations will manually submit request on the deployers behalf.
- b. CRC MGMT does not send automated confirmation or rejection. For confirmation or rejection, Deployers must log into CRC MGMT or call BN S3 Ops at 915-568-6694.

3. Online Training.

- a. CRC Computer-Based Theater Specific Individual Requirements Training (TSIRT).
 - i. Go to Welcome Letter Enclosures

AS OF 4 MARCH 2020

- b. Yellow Ribbon: : <https://www.yellowribbon.mil/courses>
 - i. Complete the following YRRP Courses.
 - 1. Before you Take Off: Financial Planning for Deployment.
 - 2. Legal Considerations for Deployment.
 - 3. Talking to your Employer About Deployment.
 - 4. Are you Ready? Being Prepared for Deployment.
 - 5. Creating a Family Communication Plan.
4. Exception-To-Policy Letters (ETP).
- a. All ETP memos must be signed by an O6 or higher within the deployers' chain of command. ETP memos are not automatically approved and can take several weeks to process. Typical ETPs are listed below:
 - i. Decline weapons draw a weapon at CRC
 - 1. Positions does not require a weapon.
 - 2. Home station weapon hand carried by deployer may serve as an ETP.
 - 3. MFR stating deployer will draw weapon in theater.
 - ii. Decline PRO-mask and/or J-list at CRC.
 - iii. Decline TA-50 gear at CRC.
 - 1. If deployers require IOTV or other specific equipment, they can draw items even with a TA50 ETP. A copy of Clothing record (OCIE) is recommended.
 - iv. Individual Weapons Qualification exemption.
 - 1. Weapons cards within a year of MOB Station Arrival Date (MSAD) can be substituted for an ETP.
 - v. TSIRT exemption.
 - 1. Each CBT Certificate must be within 90 Days of MSAD.
 - vi. Duty position requires a higher or lower clearance capacity than deployers current level.
 - b. All waivers are required to validate.
5. Medical.
- a. Deployers that completed SRP II, within 60 days of arriving to Fort Bliss, are advised to bring all documentation with them. Medical personnel will NOT accept current flight physicals as an exemption.
 - b. If the following were completed within a year, bring documentation:
 - i. Copy of contacts/glasses prescription, if applicable.
 - 1. Bring two pairs of glasses.
 - a. If needed, glasses and inserts are provided.

- ii. DD Form 2216, Hearing Conservation Data.
 - iii. DD Form 2813, Dental Examination.
 - 1. Note: Dental screenings from an SRP must be completed within 60 days of arrival).
 - iv. Over 40 labs.
 - 1. If completed within a year, labs from a current flight physical or SRP may be used.
 - v. Prescription medications require a Statement of Stability memo from the deployers' healthcare provider.
 - 1. It must reflect 90 days of stabilization and a 90-day script.
 - vi. Sleep Apnea document requirements.
 - 1. A copy of the initial sleep study.
 - 2. 30-day compliance report showing at least 5 hours per night use and greater than 70% for the month.
 - 3. CENTCOM Waiver.
- c. COVID Positive Deployers.
- i. Deployers must bring an SF600, Chronological Record of Medical Care, or ETP memo signed by a provider stating that they are no longer positive with a copy of results.
 - ii. The SF600 or ETP memo MUST state the following:
 - 1. Asymptomatic or symptomatic.
 - 2. Date tested.
 - 3. Type of test given.
 - a. Per CENTCOM, only nasal PSR and oral/pharyngeal testing is accepted. No blood test.
 - 4. Testing location.
 - 5. Length of quarantine.
 - 6. Confirmation that deployer was cleared to return to duty.
- ci. Deployers uncertain of medical issue and/or prescription medication requiring a CENTCOM must refer to MOD15 CENTCOM waiver. SRPC Nurse Case Management can be reached at 915-742-7229 and 915-244-7394.

6. DTS Travel.

- a. CRC is not responsible for coordinating travel from home station to Fort Bliss. Deployers must review Orders for travel instructions. Orders determine whether Soldiers create a DTS Authorization or contact SATO for

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transportation. CRC DTS NCO only has administrative access to CRC Cadre. Direct all DTS issues to Home station DTS POC.

- b. Health Care Providers are the only acceptance. Healthcare Providers Travel Arrangements phone numbers are 512-782-3624 and 832-477-3790.
7. Passports.
 - a. For assistance, please contact Fort Bliss Passport Office Numbers at 915-568-1408, 915-568-7163, 915-568-7163, or 915-568-9885.
 8. ARCENT Computer Access.
 - i. All personnel must complete Computer-Based Training to gain access to SIPRNET downrange.
 - ii. For CBT instructions and certificate turn-in contact Triple S NCO IT Specialist at 512-782-5013.
 9. Arrival at CRC (Air).
 - a. Deployers arriving via air must fly into El Paso International Airport.
 - b. Deployers must proceed to the first floor for baggage claim and proceed to military assistance desk.
 - c. Deployers must inform the representative that they are proceeding through CRC. The bus shuttle stops at several locations within Fort Bliss. Deployers must off load at BLDG 1003.
 10. Arrival at CRC (Ground).
 - a. Deployers arriving via car, may have friends or family drop them off at BLDG 1003 Pleasonton Road, Fort Bliss, Texas 79916.
 11. Fort Bliss Combatant Command Liaison Officers Points of Contact.
 - a. Liaison Officers are on ground to assist deployers. They work alongside CRC Cadre to mitigate issues that delay mobilization, as well as, onward movement. POCs are listed below.

MEDCOM

Phone: 915-838-4686

USAREUR

Phone: 915-568-1361

ARCENT

Phone : 915-568-1406

AFRICOM

Phone: 915-568-6372
GOV Cell: 915-242-3358

USACE

Phone: 915-568-7936

TRADOC

Phone: 406-298-0177

Navy and USMC

Phone: 513-236-6398

- b. For additional information, please reach out to USARMY Ft Bliss 5 Ar Bde Mailbox CRC S3 OP at usarmy.bliss.5-ar-bde.mbx.crc-s3-op@mail.mil.

12. CRC COHORT Guidelines.

- a. Upon arrival, deployers are restricted to the COHORT. The AO is fenced off and monitored by 24-hour gate guards. It consists of two barracks with a shared parking lot between the buildings.
- b. Physical Readiness.
 - i. The outdoor gym offers basic exercise equipment. CRC offers morning runs at 5 a.m. on week one (Monday, Wednesday and Friday) and Monday of week two. The route is approximately 0.7-mile loop just outside the fence line. The running schedule is subject to change.
- c. Billeting.
 - i. Boots on Ground impacts room assignments. Deployers should not expect single room assignments. Each room has its own bathroom, microwave, and mini fridge.
 - ii. Basic bed linen and pillow are provided (if needed).
- d. Accountability.
 - i. Personnel are assigned to a platoon alphabetically and will remain with that platoon for training, marching to chow and COVID checks for the entire two weeks.
- e. Mandatory temperature checks.
 - i. Temp checks are conducted during morning and evening formation. Temperature checks are part of quarantine clearance. Soldiers can become a holdovers for missing temperature checks.
- f. Mandatory COVID testing.
 - i. Currently, Deployers receive 4 BINAX and 2 PCR. COVID Testing is subject to change.
 - ii. For more information, contact CRC BN Ops at 915-568-6694 for CRC BN Medical LNO POC.
- g. Visitation.
 - i. The visitation site is near the guard shack. Deployers must interact with their guest beyond the preset boundaries. The boundary is to ensure a 6 feet distance between the deployer and their visitor behind the fence. Last call for visitation is 7 p.m.
- h. Meals.
 - i. Two Hot Meals and one MRE are provided daily. Onward movement will impact hot meal availability.

- ii. A refrigerated truck in the shared parking lot contains cases of bottled water.
- i. Computers:
 - i. IT Resources are limited.
- ii. Civilian clothes.
 - i. Per First Army Division West Policy Letter #26, the wear of civilian clothes by mobilizing or demobilizing units at Mobilization Force Generation Installations which includes the Fort Bliss CONUS Replacement Center is prohibited. Also, the wear of APFU is limited to when Soldiers are actively conducting physical training.
- iii. 24-hour laundry.
 - i. Laundry room is on the first floor of Building 1003. Washers and dryers are free. Deployers must bring their own liquid/pod detergent.

13. SRP.

- iv. Backpacks or file keepers such as trapper keepers, hard case holders are NOT allowed in SRPC. Knives, Gerbers, weapons, sharp objects, and so on are NOT allowed in the SRPC either. Only clear bags that allow full visibility are permitted. Deployers may hand carry documents in a basic paper folder.
- v. Prior to arrival, CRC recommends completing and bringing two copies of the following.
 - i. DD Form 93 Record of Emergency Data and SGLI within 60 days. See home station G1/S1 for assistance.
 - ii. DD Form 2766 Vaccine Administrative Record.
 - 1. SRPC Immunization station may administer Polio and MMR shot.
 - 2. SRPC Immunization can be reached at 915-892-7637.
 - iii. Will and/or Power of Attorney.
 - 1. Average time complete a will is 45 minutes.
 - 2. Average time to complete a POA is 20 minutes for POA
 - 3. Note: Copies are not required; however, assistance is available.
 - 4. For Legal POCs, please contact SRPC Operations at 915-742-2102.
 - iv. DA Form 5960 Authorization to Start, Stop, or Change BAH and DD Form 1651 Family Separation Allowance
 - 1. Incomplete documents will delay Finance Validation.
- c. Prior to arrival, ensure all medical documents are uploaded to MEDCHART. Current completion will expedite Medical Validation.

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14. Mail.

- a. Mail sent to Fort Bliss goes through two different post offices before it reaches CRC. Therefore, commercial deliveries will NOT arrive to CRC the next day. Packages go to the base post office. Only CRC Cadre are authorized to receive the packages. The post office dictates packages available for pick-up.
- b. Use the address listed below.
Rank, Last, First
CRC Alpha Company
1011 Chaffee Road
Fort Bliss, Texas 79916
- c. Provide a forwarding address to the mail room cadre. Mail received after departure is forwarded to the deployers' home of record. Deployers may provide an alternate CONUS address to mail room cadre. Forwarded APOs are not allowed.

15. Healthcare Providers (Additional Guidance).

- a. Credentialing (Medical Providers Only).
 - i. Healthcare providers must check on their credentialing status. Recommended time frame is at least two to three weeks prior to arrival.
 - ii. Inter-Facility Credentials Transfer Brief (ICTB) packet must be completed and submitted prior to requesting a reservation.
 1. 60 days prior to reporting to CRC, Healthcare providers should check their military e-mail account to confirm ICTB packet has been successfully submitted.
 - iii. Please direct ICTB questions to MEDCOM LNO and OSARS Credentialing NCOIC.
 - iv. The credentialing board meets every week on Thursdays.
 - v. Credentialing Board contact information is below.

William Beaumont Army Medical Center
Phone: 915-742-4052
Phone: 915-742-2805

- b. Travel
 - i. For travel arrangements, contact 512-782-3624 and 832-477-3790.
- c. Online Training.

- i. CRC Computer-Based Theater Specific Individual Requirements Training (TSIRT).
 - 1. Go to Welcome Letter Enclosures
 - ii. Yellow Ribbon. <https://www.yellowribbon.mil/courses>
 - 1. Complete the following YRRP Courses.
 - a. Before you take Off: Financial Planning for Deployment.
 - b. Legal Considerations for Deployment.
 - c. Talking to your Employer about Deployment.
 - d. Are you Ready? Being Prepared for Deployment.
 - e. Creating a Family Communication Plan.
 - iii. JKO: Flu vaccination and Flu vaccine cold storage (for providers managing and overseeing flu administration in the AID station).
 - iv. Trace Contact: IAW ARCENT surgeon requirements, complete this course for COVID tracking. It is free through Johns Hopkins University, <https://www.coursera.org/learn/covid-19-contact-tracing>
- d. DEMOB.
- i. The following information is required for DEMOB'ing providers only. Cadre will request this information during pre-MOB so they can work on DEMOB packets downrange.
 - ii. CRC recommends Healthcare Providers bring the following:
 - 1. Promotion orders (if promotable during mobilization).
 - 2. Current mobilization orders.
 - 3. Temporary Change of Station (TCS) orders.
 - a. Uploaded to iPERMS during the 2nd week.
 - 4. Retirement Points History Statement (request through S1)
 - 5. Original enlistment contract (prior enlisted)
 - 6. ALL previous DD Form 214s, DD220s, and/or DD215s
 - 7. Federal awards (received while mobilized or any awards that do not reflect on previous DD214)
 - 8. DD Form 1059 or any school certificates 40 hours or more during current orders
 - 9. DEMOB team will collect the above documentation while at Pre-MOB.
 - iii. Missing documents may be forwarded to DEMOB Company throughout mobilization.
 - iv. For more information, DEMOB Company may be reached at USARMY Ft Bliss 5 Ar Bde Mailbox CRC C Co via email usarmy.bliss.5-ar-bde.mbx.crc-cco@mail.mil.
16. The point of contact for this Welcome Letter is the CRC Alpha Company Operations Cell, at 915-568-0032 and 915-568-7883.

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CRC Computer-Based Theater Specific Individual Requirements Training (TSIRT)

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CRC Computer Based Theater Specific Individual Requirements Training (TSIRT)
(Online Pre-Validation Training) as of 3 February, 2021

IAW AR 350-1 para. F-4 "... some training must be done on-line or through self-study before reporting"

These computer based trainings are the individual's responsibility and should be completed prior to arrival at the CRC. All tasks are required to their prescribed level of learning. If not complete, personal time will be limited. Individuals must bring copies of their certificates with them to the CRC. CRC Cadre will ensure that training is conducted prior to deployment. For questions please contact usarmy.bliss.5-ar-bde.mbx.crc-s3-op@mail.mil

Administrative Requirements: Required For All Personnel	
	ISOPREP LINK Personnel Recovery Mission Software CAC Required from NIPR Computer https://prmsglobal.prms.af.mil/prmsconv/Profile/Survey/Start.aspx
	PDHA- Pre-Deployment Health Assessment- DD2795 AKO Account or CAC Required NOTE: Must be done within 120 days of deployment Go to https://medpros.mods.army.mil/portal/#/ "Login in with CAC. Click "DD 2795" button. Click "Start new survey" button. You do NOT need to print out the document, it will be electronically sent to medical provider.

Computer Based Training (CBT): Required For All Personnel	
1	Level 1 Antiterrorism Awareness Training Log into JKO: https://ikodirect.iten.mil/ with your DOD CAC or Username Password. Click on the "Course Catalog" tab. Enter US "007" in the course number search box. Click the "Enroll" button. Click the "My Training" tab. Click the "Launch" button. Complete Training. Print certificate
2	SERE 100.2/Education and training in support of Code of Conduct Log into JKO: https://ikodirect.iten.mil/ with your DOD CAC or Username Password. Click on the "Course Catalog" tab. Enter US "1329" in the course number search box. Click the "Enroll" button. Click the "My Training" tab. Click the "Launch" button. Complete Training. Print certificate
3	Cultural Orientation (CO) (DLIFLC) NOTE: This website does not save your certificate NOTE: This training is not Country in Perspective or language training options on DLIFLC Go to https://fieldsupport.dliflc.edu/productList.aspx?v=co under "Cultural Orientation". Either look at list provided in notes at the bottom of page 2 to select one of the cultural orientation trainings available; (or Click "Country" to see current cultural orientation trainings that are available). Select one Cultural Orientation Training with regards to your deployment country location. (If the country you are deploying to does not have a Cultural Orientation training then this course is not required) Complete Training. Print Certificate
4	DoD Cyber Awareness Challenge Go to https://cs.signal.army.mil/ Log in, Click to take DOD Cyber Awareness Training. Print Certificate
5	TBI Concussion PRE-Deployment Training Log into JKO: https://ikodirect.iten.mil/ with your DOD CAC or Username Password. Click on the "Course Catalog" tab. Enter "1114" in the course number search box. Click the "Enroll" button. Click the "Launch" button. Complete Training. Print certificate

CENTCOM AOR ADDITIONAL CBT REQUIREMENTS	
1	CENTCOM Culture Awareness Requirement JKO – VCAT NOTE: For Military Personnel Only Log into JKO: https://ikodirect.iten.mil/ with your DOD CAC or Username Password. Click on the "Course Catalog" tab. Select the course with regards to your deployment country location from one of the below courses. (If the country you are deploying to is not listed below this course is not required) Enter in the course number search box. Click the "Enroll" button. Click the "Launch" button. Complete Training. Print certificate US 852 AFPAK, (Afghanistan, Pakistan) US 1202 Arabian Peninsula, (Bahrain, Kuwait, Oman, Qatar, Saudi Arabia, UAE, Yemen)
2	Derivative classification training (or refresher training) NOTE: For Personnel going to Afghanistan Only Go to https://securityawareness.usalearning.gov/ Click on "Derivative Classification" training. Click Launch Derivative Classification Training. Complete Training. Print Certificate.

AFRICOM AOR ADDITIONAL CBT REQUIREMENTS	
	N/A

