

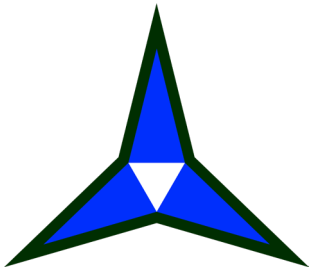
WELCOME TO THE GREAT PLACE

On behalf of the III Armored Cor Commanding General, LTG Sean Bernabe, and CSM John P. McDwyer, we would like to invite all new arriving Soldiers and their family to the Installation Newcomers Brief.

The Installation Newcomers Brief is a 3-hour event held weekly on Thursdays at 0900 at the **Lone Star Conference Center** located at building 5764 on 24th St. and Wainwright Dr.

Family members are encouraged to attend!

Child Care is offered on site for free!



IN-PROCESSING MAP



COPELAND CENTER

**Installation Reception Center
BLDG 16008
PCS/Operations/Barracks**

OLD IRONSIDES AVE

PARKING

42ND ST

**BLDG 16011
FINANCE BRIEF**

LEGENDS WAY

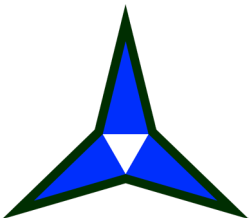
**BLDG 130
DEERS/ ID CARDS**

USO

24HR SHOPPETTE

FOOD COURT





IN-PROCESSING TIMELINE



DAY 1- Copeland Center Bldg# 18010 1st Floor RM B110 / TJ Mills Blvd

BRING STAMPED ORDERS AND SIGNED ABSENCE REQUEST

- **0600:** ADMIN ACCOUNTABILITY BRIEF/ CADRE BRIEF/ Completion of PHA/PDHA (2795)
- **1030:** DES/CID BRIEF
- **1115:** SPONSORSHIP FORMATION AND LNO LINK UP
- **1300:** EFMP BRIEF
- **1315:** BLOOD DRIVE
- **1330:** BARRACKS INSPECTIONS

DAY 2- Cadre BLDG# 16011 / Legends Way

- **0900:** FINANCE BRIEF (**BRING ORDERS/ ABSENCE REQUEST / RECEIPT**)
- **1300:** CHAPLAIN BRIEF
- **1330:** ARMY SUBSTANCE ABUSE PROGRAM BRIEF
- **1400:** SEXUAL HARASSMENT/ASSAULT RESPONSE & PREVENTION (SHARP) BRIEF
- **1430:** BARRACKS INSPECTIONS

DAY 3- Copeland Center Bldg# 18010 1st Floor Lobby

- **0700:** MEDICAL & DENTAL
- **1100:** BARRACKS INSPECTIONS
- **1300:** ACCOUNTABILITY FORMATION (FOR BARRACKS SOLDIERS)

DAY 4- Copeland Center Bldg# 18010 2nd Floor / TJ Mills Blvd

- **0430:** WAKE UP
- **0500:** BAGS PLACED IN FRONT OF BARRACKS OR YOUR VEHICLE
- **0500-0530:** SOLDIERS CLEAN/SANITIZE ROOMS
- **0550:** FORMATION FOR BARRACKS SOLDIERS IN FRONT OF BARRACKS
- CADRE CHECK AND CLEAR ROOMS. AFTER GETTING A GO ON THEIR ROOMS SOLDIERS WILL DO THE FOLLOWING: TURN IN LINEN/ TURN IN KEY CARD/ GO TO CHOW
- **0630:** BEHAVIORAL HEALTH
- **0900-1200:** Soldier Sign out/ **MUST SIGNED OUT BY AN NCO @ BARRACKS BUILDING #16008**
- **ALL 1ST CAV SOLDIERS (REGARDLESS OF RANK) WILL BE PICKED UP FROM BLDG 16008 BY 1ST CAV PEGASUS TROOP @ 0930**

In-Processing Checklist

| | |
|---------------------------|---|
| AUTHORITY: | 10 USC 136, Under Secretary of Defense for Personnel and Readiness; 10 USC 7013, Secretary of the Army; and AR 600-8-101, Personnel Readiness Processing. |
| PRINCIPAL PURPOSE: | To in-process Soldiers into their gaining installations and units, to report any non-deployable conditions identified during in-processing to their gaining commanders and to provide historical dates for after action reports and reviews. For additional information see the System of Records Notice A0600-8-101, Installation Support Modules Records (https://dpold.defense.gov/Privacy/SORNsIndex/DOD-Component-Notices/Army-Article-List/). |
| ROUTINE USES: | There are no specific routine uses anticipated for this form, however, it may be subject to a number of proper and necessary routine uses identified in the system of records notice(s) specified in the purpose statement above. |
| DISCLOSURE: | Disclosure of this information is voluntary; however, failure to disclose the requested information could result in improper in-processing. |

| NAME (LAST, FIRST, MI) | LAST 4 SSN | RANK | MOS |
|---|------------------------------------|----------------------------|-----|
| INSTALLATION/COMMUNITY ACTIVITY | DEFICIENCIES NOTED (If any) | CLEARANCE SIGNATURE | |
| 1. Personnel Information * | COMPLETED BY RECEPTION | CLEARED | |
| 2. Personnel Strength Management * | COMPLETED BY RECEPTION | CLEARED | |
| 3. Personnel Management * | COMPLETED BY RECEPTION | CLEARED | |
| 4. Medical Facility */DD Form 2900 PDHRA | WILL BE COMPLETED ON DAY 3 | | |
| 5. TRICARE Service Center Health Benefits Advisor or Medical Element Equivalent * | COMPLETED AT THE NEWCOMERS BRIEF | | |
| 6. Dental Facility * | WILL BE COMPLETED ON DAY 3 | | |
| 7. DEERS/RAPIDS/ID Cards/ID Tags * | AS NEEDED | | |
| 8. Security Office * | TO BE DONE AT THE GAINING UNIT S2 | | |
| 9. Education Center * | COMPLETED AT THE NEWCOMERS BRIEF | | |
| 10. Provost Marshal Office * | IF REGISTERING A WEAPON TO POST | | |
| 11. Central Issue Facility | TO BE DONE AT THE GAINING UNIT | | |
| 12. Housing Office | AS NEEDED | | |
| 13. Transportation Office | AS NEEDED | | |
| 13a. Have Household Goods (HHG) been delivered? YES <input type="checkbox"/> NO <input type="checkbox"/> | | | |
| 13b. If yes, has the HHG moving company survey been completed? YES <input type="checkbox"/> NO <input type="checkbox"/> | | | |
| 14. Army Community Services Center * | COMPLETED AT THE NEWCOMERS BRIEF | | |
| 15. Commercial Activities | TO BE DONE AT THE GAINING UNIT | | |
| 16. Child, Youth, and School Services | TO BE DONE AT THE GAINING UNIT | | |
| 17. Lodging Office | TO BE DONE AT THE GAINING UNIT | | |
| 18. Transition Assistance Program * | AS NEEDED | | |
| 19. Army Military Pay Office * | WILL BE COMPLETED ON DAY 2 | | |
| 20. Behavioral Health * | WILL BE COMPLETED ON DAY 4 | | |
| 21. Family Advocacy Program * | COMPLETED AT THE NEWCOMERS BRIEF | | |
| 22. Processing Control Station * | COMPLETED BY RECEPTION | CLEARED | |
| 23. Replacement Activity * | COMPLETED BY RECEPTION | CLEARED | |
| 24. DA Form 7274 (Sponsorship Program Survey) * | TO BE DONE AT THE GAINING UNIT | | |
| 25. Army Substance Abuse Program (ASAP) | TO BE DONE AT THE GAINING UNIT | | |



COPELAND SOLDIER SERVICE CENTER (BLDG 18010)



USEFUL LOCATIONS

FIRST FLOOR

- TRANSPORTATION RM A104
- OFFICIAL TRAVEL / SATO RM A102

SECOND FLOOR

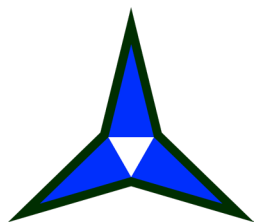
- FAMILY HOUSING RM B209
- REASSIGNMENTS / LEVY RM A210A
- FAMILY TRAVEL RM A210A
- PORT CALL RM A210A
- INSPECTOR GENERAL RM A211

THIRD FLOOR

- MEDICAL / DENTAL INPROCESSING A WING
- VOCATIONAL REHABILITATION A WING
- CENTRAL CLEARANCE (Out-processing) RM B306B
- SPONSORSHIP RM B306C
- TAP / TRANSITION RM B308/9

INSTALLATION ID CARD FACILITY (BLDG 130)

- DEERS / ID CARD BLDG 130
- RETIREMENT SERVICES BLDG 130



USEFUL PHONE NUMBERS



| ADDITIONAL RESOURCES | | |
|-------------------------------------|---|--------------------------------|
| AGENCY | LOCATION | CONTACT INFO |
| PROCESSING CONTROL | BLDG 16008 | (254) 368-1768 |
| CADRE OFFICE | BLDG 16011 | (254) 288-7114 |
| MILITARY ONE SOURCE | http://www.militaryonesource.mil | (800) 342-9647 |
| CHAPLAIN | BLDG 320 | (254) 287-2427 |
| INSTALLATION SHARP | BLDG 14 | (254) 319-4671/ (254) 287-9487 |
| DOD SAFE HELPLINE | https://www.safehelpline.org | (877) 955-5247 |
| III AC CORPS EO HOTLINE | BLDG 1001 | (254) 287-6242 |
| TRICARE | https://www.tricareonline.com | (800) 600-9332 |
| CARL R. DARNALL ARMY MEDICAL CENTER | BLDG 36065 | (254) 288-8000 |
| CHILD YOUTH SERVICES | BLDG 36000 | (254) 553-0476/ (254) 287-2087 |
| POST OPERATOR | http://www.hood.army.mil/az.hood.aspx | |
| INSTALLATION TAXI | | (254) 542-8626/ (254) 699-8294 |
| CENTRAL ISSUE FACILITY | BLDG A9010 | (254) 287-1060 |
| SPONSOR INFO | NAME: | PHONE: |



DEPARTMENT OF THE ARMY
US ARMY INSTALLATION MANAGEMENT COMMAND
HEADQUARTERS, UNITED STATES ARMY GARRISON, FORT HOOD
FORT HOOD, TEXAS 76544-5002

30 JUL 2021

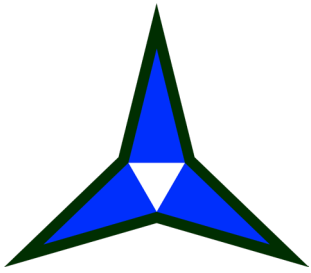
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MEMORANDUM FOR Transitioning Soldiers and Families

SUBJECT: Discounted Rates for On Post Hotels

1. Reference Lendlease and IHG Army Hotels Media Release, 20 July 2021.
2. Lendlease and IHG Army Hotels are offering reduced room rates at the Fort Hood Candlewood Suites and Holiday Inn Express to Soldiers and Families delayed in moving into permanent housing, either on or off-post.
3. In order to receive the discounted rate Soldiers must:
 - a. Provide Permanent Change of Station (PCS) orders and receive a validation IHG Army PCS Rate form from the Garrison Housing Services Office (HSO) in the Copeland Center, building 18015, room 209B.
 - b. Submit the IHG Army PCS Rate form to the hotel front desk to request the reduced rate.
4. Terms and Conditions:
 - a. The rate will be equal to the Soldier's Basic Allowance for Housing (BAH) by rank and number of dependents and will be pro-rated to a daily rate.
 - b. If the Soldier is already residing in an IHG or other on-post hotel room at the time of this policy's implementation, room rates will be manually adjusted going forward and will not be retroactively applied to past dates.
 - c. Rooms are based on availability.
 - d. All applicable state and local taxes apply.
5. For more information, please contact the Housing Services Office (HSO) at (254) 287-1898 or the IHG General Manager at (254) 532-8233.


CHAD R. FOSTER
COL, AR
Commanding



HOUSING SERVICES



Welcome! From the Housing Services Office:

Please download the Welcome Packet by using the QR code below or visit the installation website and click Housing Information

The QR code on the right will link you directly to the HSO Welcome Packet.



To access the HSO Welcome Packet from your computer, visit:

<https://home.army.mil/hood/index.php/units-tenants/Garrison-1/DPW/HSO>