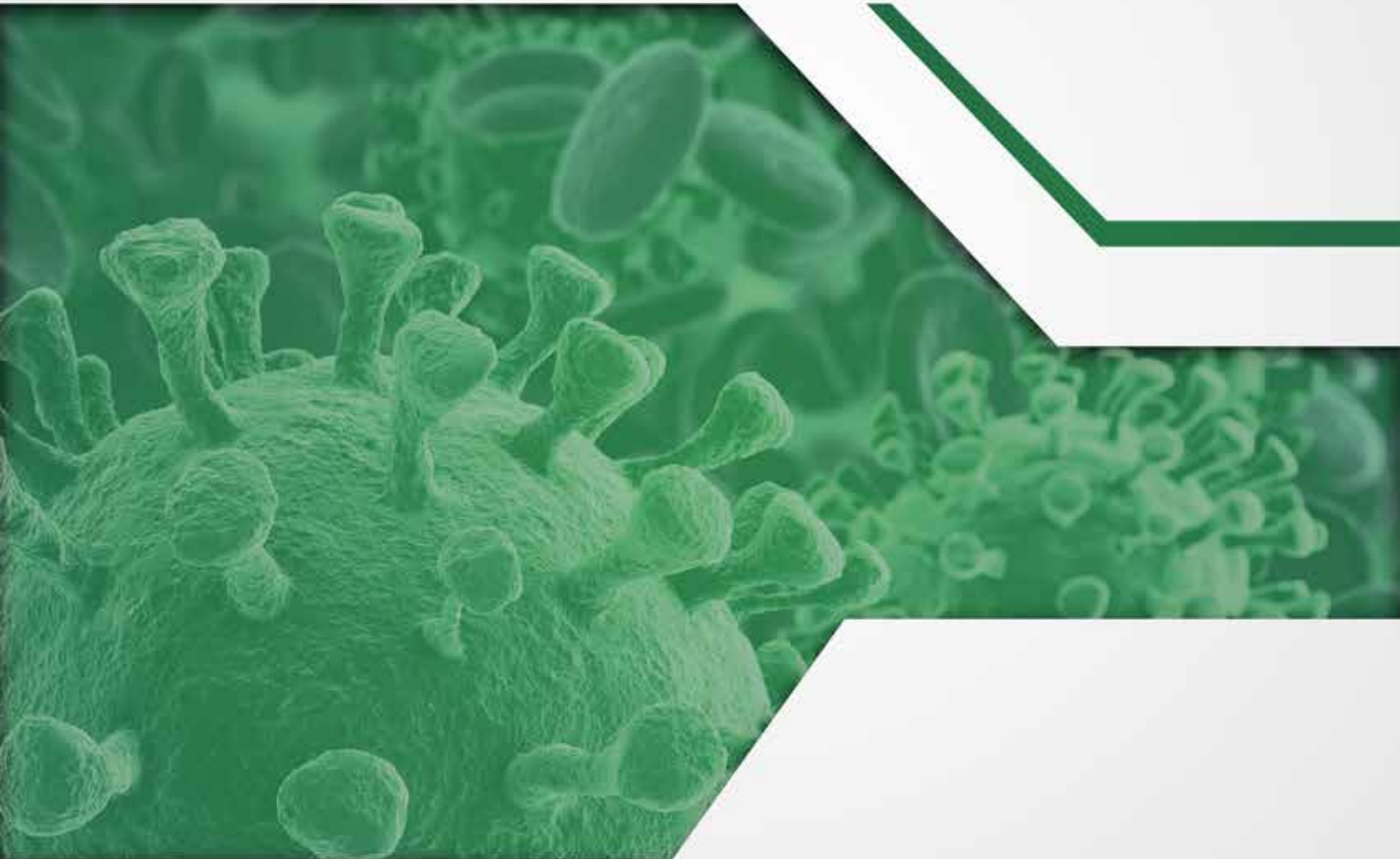




# **DARBY USAG ITALY INBOUND PERSONNEL RESTRICTION OF MOVEMENT (ROM) GUIDE**

*A reference guide for entry into Italy,  
entering ROM, required items for the  
duration of ROM, and exiting ROM.*

# **USAG ITALY: COMMAND WELCOME MESSAGE**





# Welcome to Italy!



Welcome to Italy!

On behalf of the United States Army Garrison Italy, it is our pleasure to welcome you to the Darby Military Community located in the Pisa/Livorno Area on the Mediterranean Sea. We are truly excited to have you as a member of the Army's Power Projection Platform South of the Alps.

The garrison is comprised of multiple sites geographically dispersed across Northern Italy. The main garrison hub is located in Vicenza some 3.5 hours driving distance from Camp Darby and is comprised of multiple locations to include Caserma Ederle, Caserma Del Din, Villaggio Housing area and other satellite sites. The Camp Darby Military Community is comprised of Camp Darby, Leghorn Depot, Pisa Ammunition Storage Area, and Local Training Area sites.

USAG Italy's mission is to integrate and deliver base support to enable readiness and power projection to the United States Army Europe, and to United States Army Africa.

USAG Italy is a community of Service members, Civilians, Family members, and Italian military and civilian employees. The close Italian-American partnership is crucial to a successful execution of USAG Italy's mission and priorities of Force Protection, Infrastructure and base operations and services.

You are arriving at an uncertain times as we learn to live and work in world that faces the global COVID-19 pandemic. Rest assured, however, that our Team is working around the clock to make your arrival and ROM process proceed as seamlessly as possible. Alongside our Italian partners, and in keeping with Italian Host Nation guidelines, we remain steadfast in our commitment to protecting each other and our communities, and stopping the spread of this virus.

# Welcome Message (continued)

This handbook answers many of the questions you may have regarding Covid-19 procedures. As we strive to provide customer-driven services and information, for all other questions regarding in-processing please visit USAG Italy PCS Guide online at <https://home.army.mil/italy/index.php/my-garrison-Italy/newcomers>. For all other questions and assistance, please take the time to login to Army Career Tracker (ACT) and complete DA Form 5434 to request a unit sponsor.

It is a never-ending effort by the Garrison to make sure our Soldiers, Families, Civilians, and retirees are ready, resilient, and healthy and get the most out of their time living in Vicenza or in the Pisa/Livorno area around Camp Darby. It is a privilege to be assigned in Italy and we want you to get started on the right foot in a country that offers infinite opportunities to create memories that will last a lifetime.

Benvenuti a tutti! Welcome, everyone!



**Garrison Commander**  
Col. Daniel J. Vogel



**Deputy Garrison Commander**  
Mr. Matt Seifert



**Garrison Command Sergeant Major**  
CSM Billy S. Vetten



**Italian Base Commander**  
Col. Umberto D'Andria



**Deputy Garrison Manager - Camp Darby**  
Mr. Robert J. Chartier



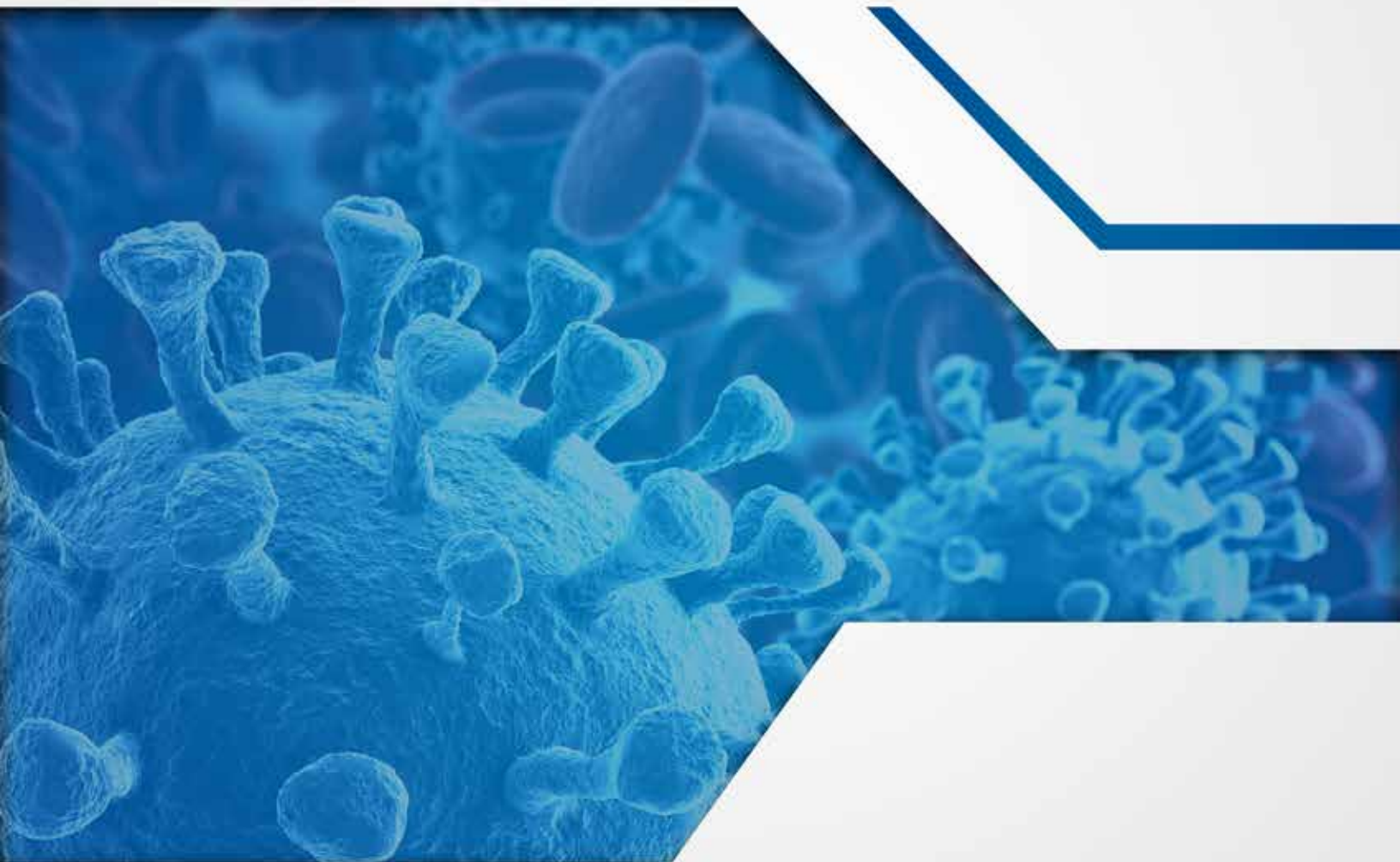
**Italian Base Commander Camp Darby**  
Col. Renato Vaira



**Italian Senior Officer**  
Col. Michele Biasiutti



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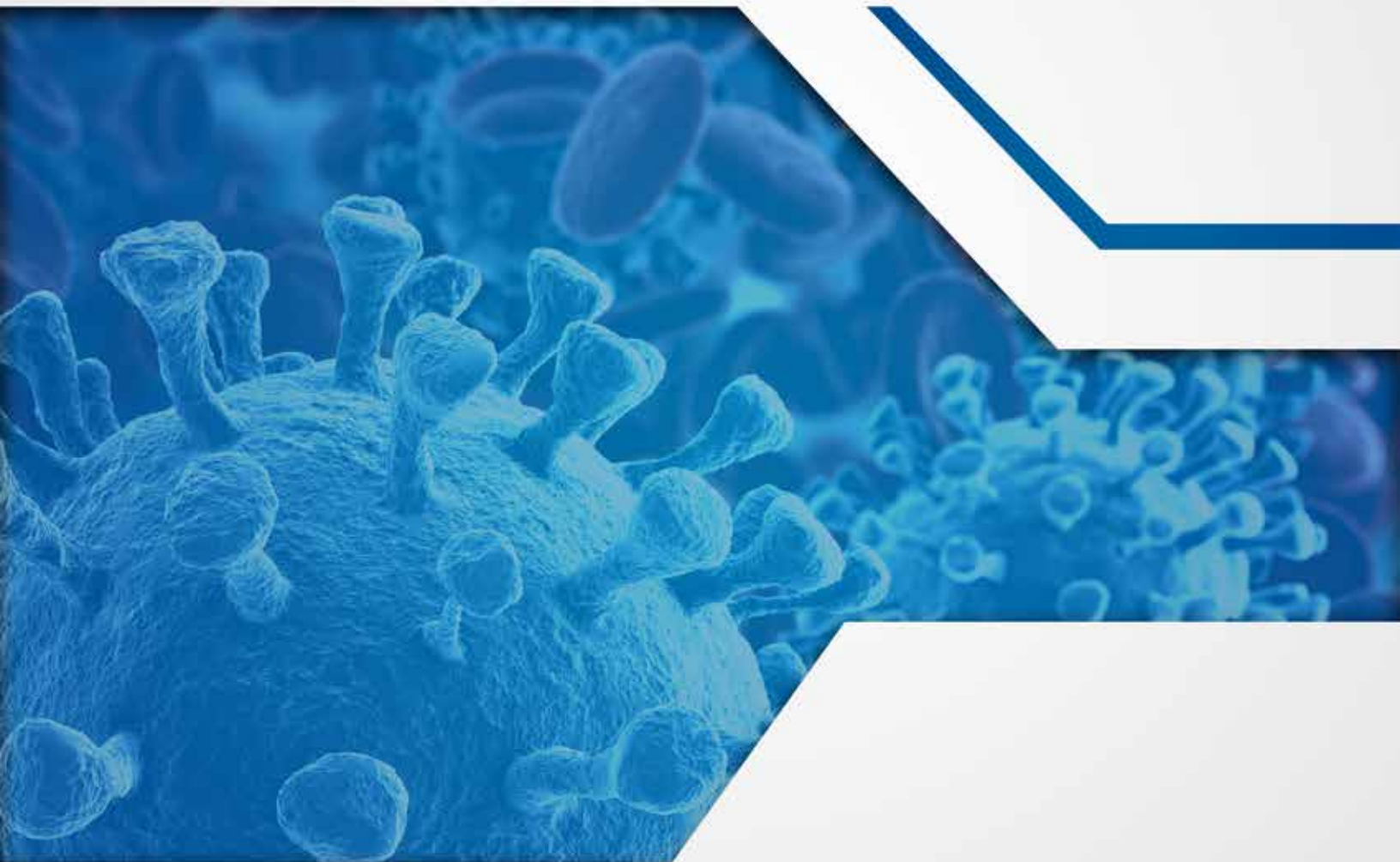
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# WHAT TO BRING

## *RECOMMENDED*

## *PACKING LIST*



Quarantine lasts for 15 days with opportunities to order food and basic care items from the Exchange and the commissary. You will also have access to the on post coin-operated laundromat during specific hours. Contact your sponsor for more information.

### **As Applicable**

- 30 days of medications
- Special Dietary Items
- Infant Care Items
- Feminine hygiene products

### **Clothes**

- Shirts
- Pants
- Undergarments
- Socks
- Towels
- Hand Towels
- Wash Clothes

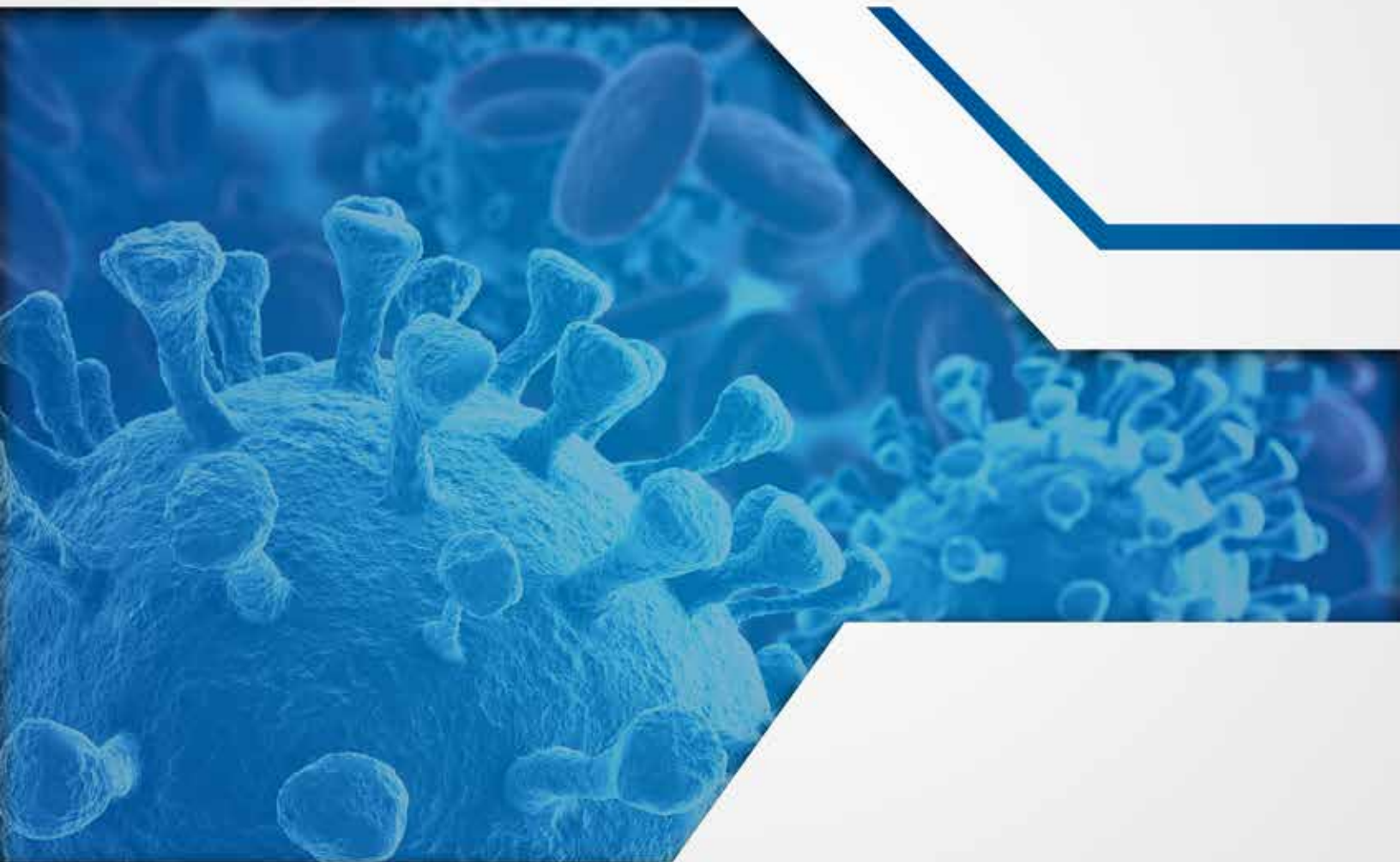
### **Hygiene Kit**

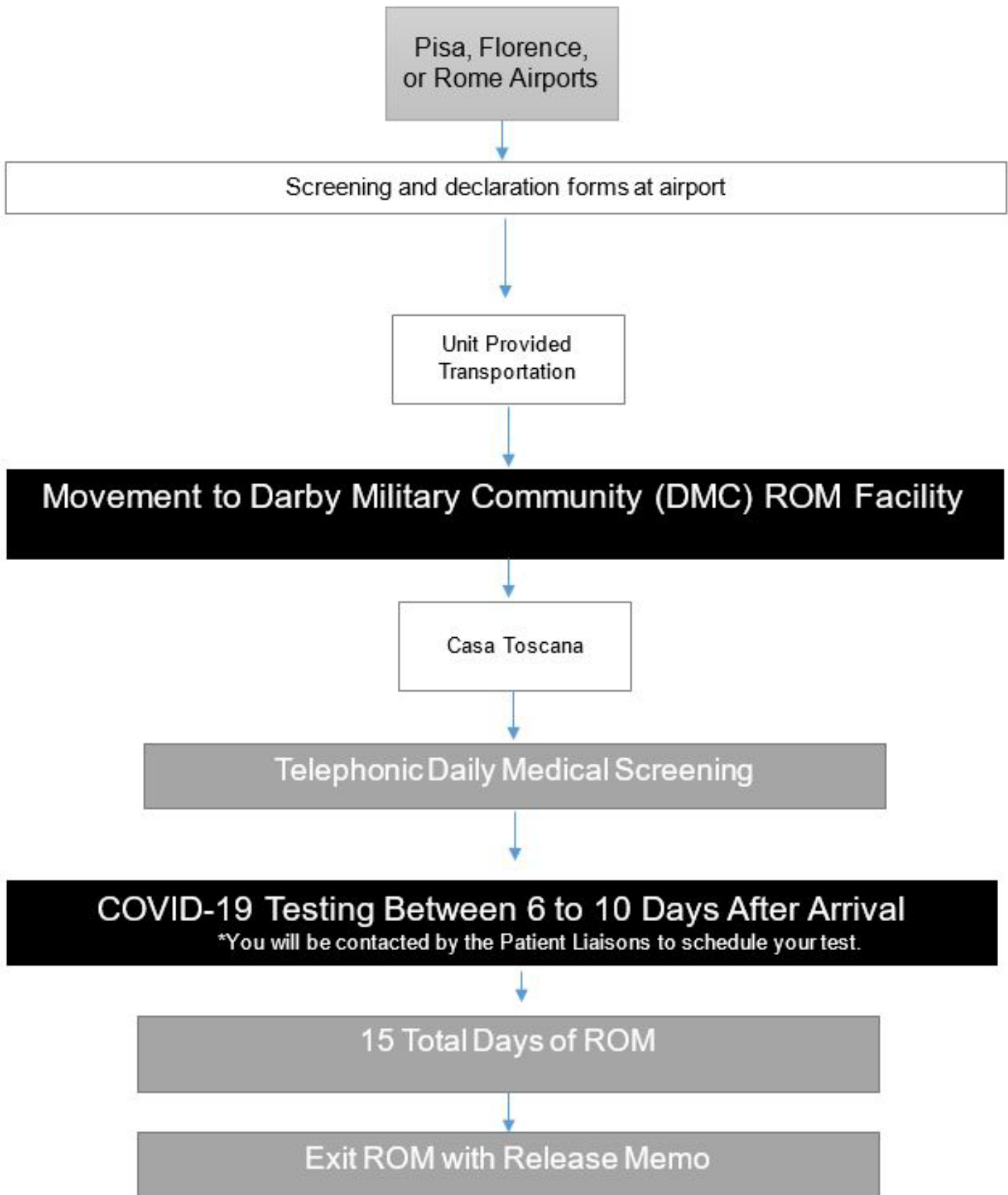
- Toothpaste
- Toothbrush
- Shampoo/Conditioner
- Body Wash/Soap
- Hand Sanitizer
- Shower Shoes
- Razors
- Shaving Cream
- Laundry Detergent

### **Optional**

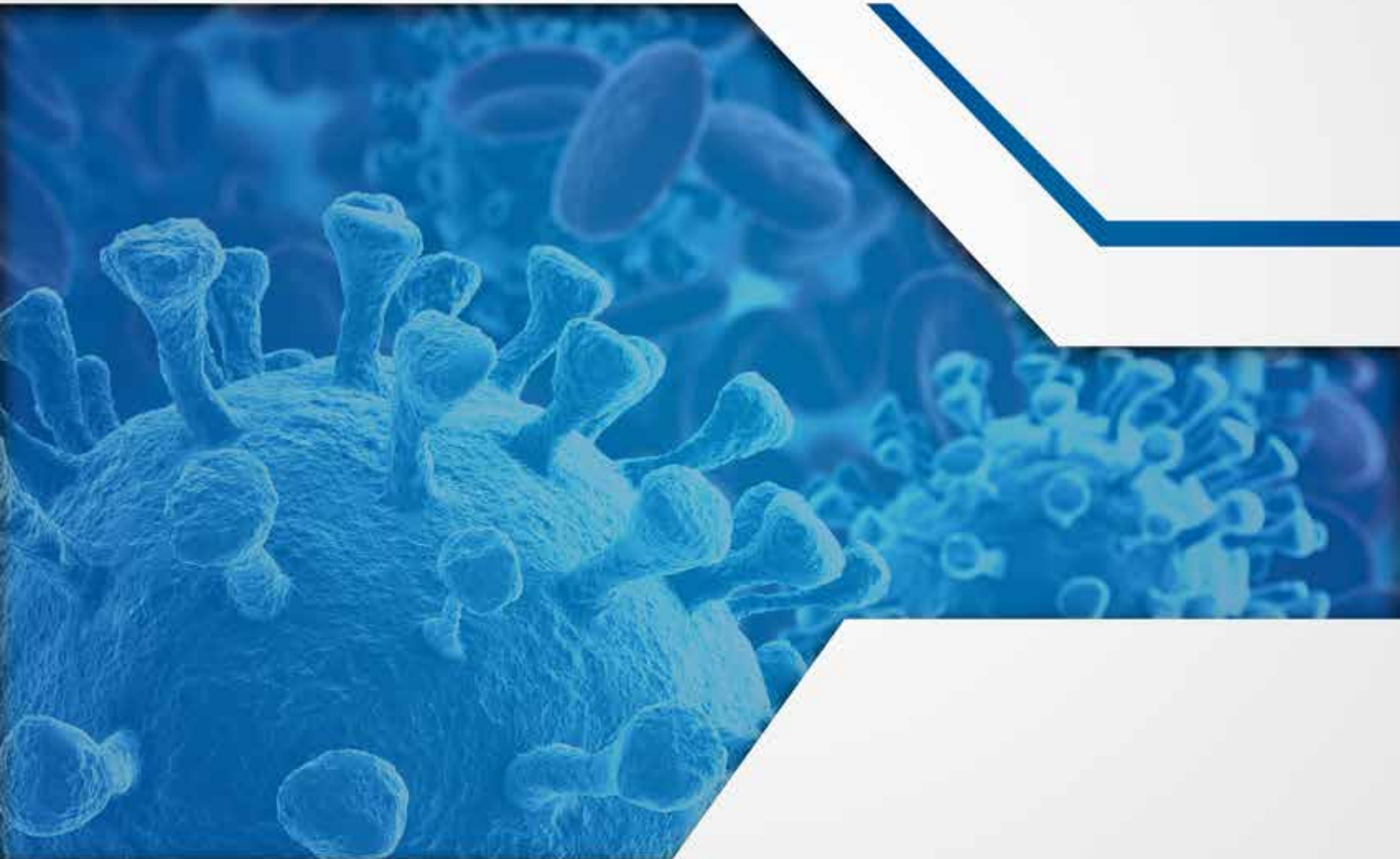
- Unlocked Phone and associated cables
- Personal Computer/Tablet and associated cables

# ARRIVAL TO ITALY AND ROM FLOW CHART





# ROM FACILITY FOR ON POST HOTEL, CASA TOSCANA



**In accordance with Italian decree and Department of Defense policy, you cannot test out of the 15-day ROM requirement.** Sponsors can, and should, provide daily touch points to their incoming personnel. Sponsors can deliver from Exchange and commissary.

**Each room comes equipped with:**

- Wi-Fi connectivity
- Microwave
- Fridge
- Bathroom
- Bedroom
- Kitchen and kitchen items (select units)

**What is not provided:**

- Laundry detergent
- Smoking rooms – Individuals are allowed to smoke only during outdoor times.

**Services offered:**

Medical checks: Every individual will have periodic telephonic medical checks with medical professionals from the US Army Health Clinic Vicenza.

- Individuals experiencing COVID-19 symptomology will have access to medical care and may be tested.

Food: The Casa Toscana provides a small continental breakfast delivered to your door. Again, sponsors can deliver groceries, kitchen equipment, meals, etc.

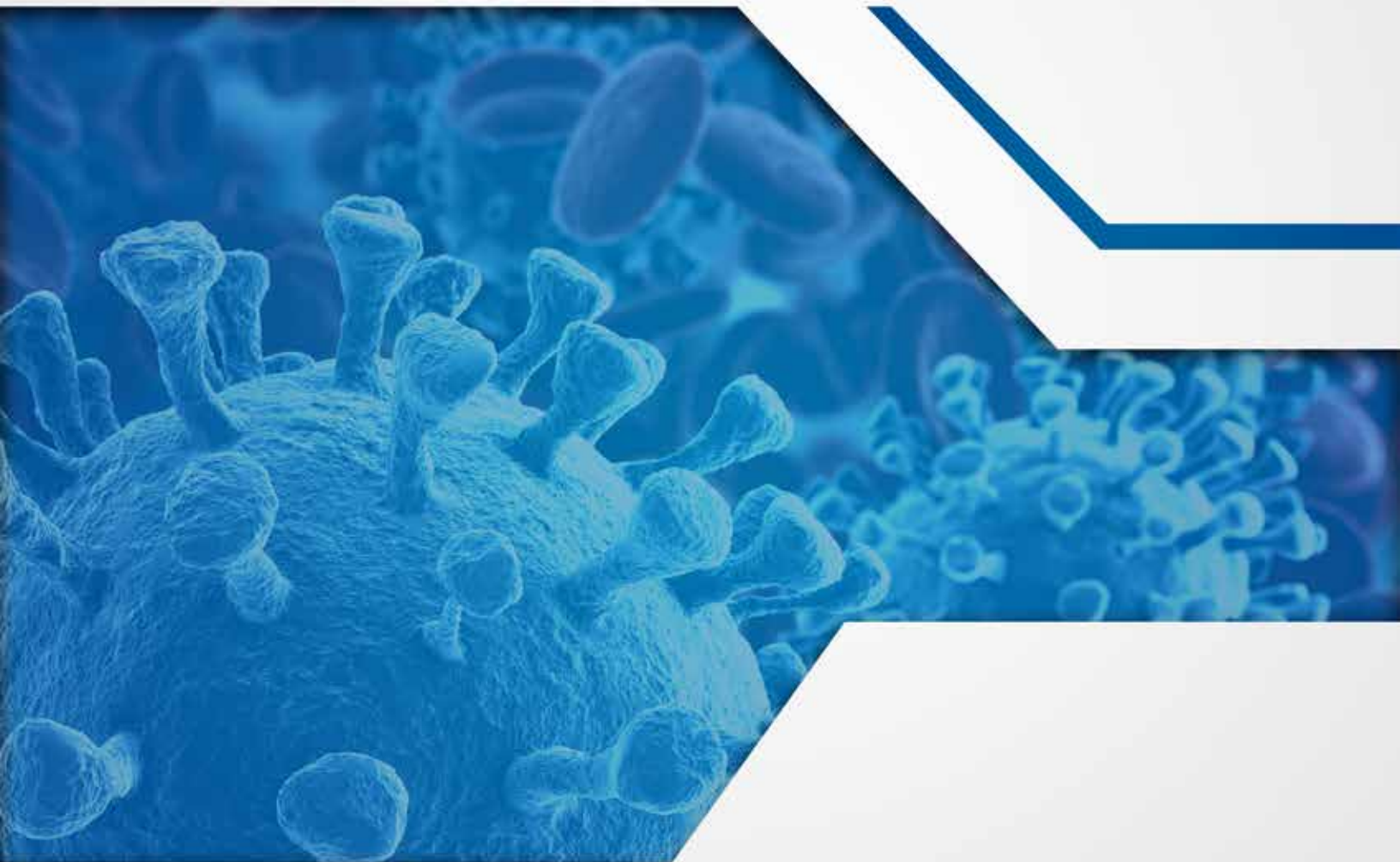
Outdoor access: Individuals in ROM will be granted three opportunities daily (45 minutes each) to get outside in a dedicated area. The designated area is adjacent to our Chapel and includes an area for exercise and playground equipment for children. Please refer to the DMC ROM Policy for the outdoor recreation guidelines.

**Services not offered at Casa Toscana:**

Daily room cleaning: The Casa Toscana staff does not clean your room while in quarantine. However, replacement sheets and towels are provided. See map on the following page.

Physical Fitness Equipment: Individuals are encouraged to remain physically fit bearing in mind the physical constraints of their rooms and the outdoor area. However, there is no fitness equipment access. See map on the following page.

# THE LENDING CLOSET



The Lending Closet is a wonderful resource for those in-processing or out-processing, though it is available to all with identification. Items are free and loaned for 30 days at a time to convenience those who might need some extra items for the kitchen and for children, among other needs. Please note that some electronic items are not available for use in the Casa.

The Lending Closet is open for appointments Tuesdays and Thursdays from 1500-1700. Please call DSN 633-8502 to make your appointment or ask any questions.

<b>General Dishware</b>		Small Ceramic Pot with Lid		8 Piece Bowl Set	
Beer Glass		Chef Knife (large)		16 Piece Dinnerware Set	
Coffee Mug		Chef Knife (medium)		20 Piece Silverware Set	
Large Plate		Chef Knife (small)		19 Piece knife Set	
Small Plate		Set of 4 Knives (colored)		<b>Kitchen Accessories</b>	
Soup Plate		Cutting Board		Mandoline Slicer	
Large Glass Bowl Set		Mixing bowl		Glass Measuring Cup	
Tall Glass		<b>Appliances</b>		Measuring Spoon Set	
Medium Glass		Coffee Machine		Measuring Cup Set	
Short Glass		Fan Heater		Wooden Spoon	
Plastic Bowl		Griddle		Wooden Spork	
Cereal Bowl		Hand Blender		Wooden Spatula	
Square Bowl		Hand Mixer		Wooden Tongs	
Silver Dinner Knife		Hand Mixer Set (multipurpose)		Cake Spatula	
Silver Dinner Fork		Microwave (grill version)		Spatula	
Silver Dinner Spoon		Microwave (large)		Spoon with Holes	
Black Handle Dinner Knife		Microwave (small)		Serving Spoon	
Black Handle Dinner Fork		Slow Cooker (crock pot)		Ladle	
Black Handle Dinner Spoon		Stand Fan		Wisk	
Mini / Kids Spoon/ Knife		Steam Iron		Pizza Cutter	
<b>General Cookware</b>		USA -> EU Voltage Converter		Tongs	
Baking Sheet		<b>Baby Items</b>		Mallet	
Colander		Baby Gate		Funnel	
Oval Casserole Dish (large)		Bedrail		Cheese Grater	
Oval Casserole Dish (small)		Car Seat		Peeler	
Oval Casserole Dish Divided		High Chair		Can Opener	
Round Casserole Dish (large)		Play Crib / Yard		Scissors	
Round Casserole Dish (medium)		Stroller (heavy duty)		Bottle Opener	
Round Casserole Dish (small)		Stroller (small/thin)		Corkscrew	
Pans – various sizes		<b>New Kitchen Sets</b>		Grill Fork	
Pots – various sizes		16 Piece Dish Set		Silverware Holder	
Pot / Pan / Baking Lids		18 Piece Cup Set		<b>Prepared Family Buckets</b>	
Rectangular Glass Baking Dish (small)		41 Piece Kitchen Accessories Set		For 8 people	
		19 Piece Kitchen Tool Set		For 6 people	
		10 Piece Cookware Set		For 4 people	



# ACS LENDING *Closet*

.....

All the home essentials you need are available to you: dishware, cookware, appliances, baby items, and more! We are here to make your transition to Camp Darby easy and stress free. Items are available for 30 days and are FREE. Please contact us with any questions; we look forward to serving you!

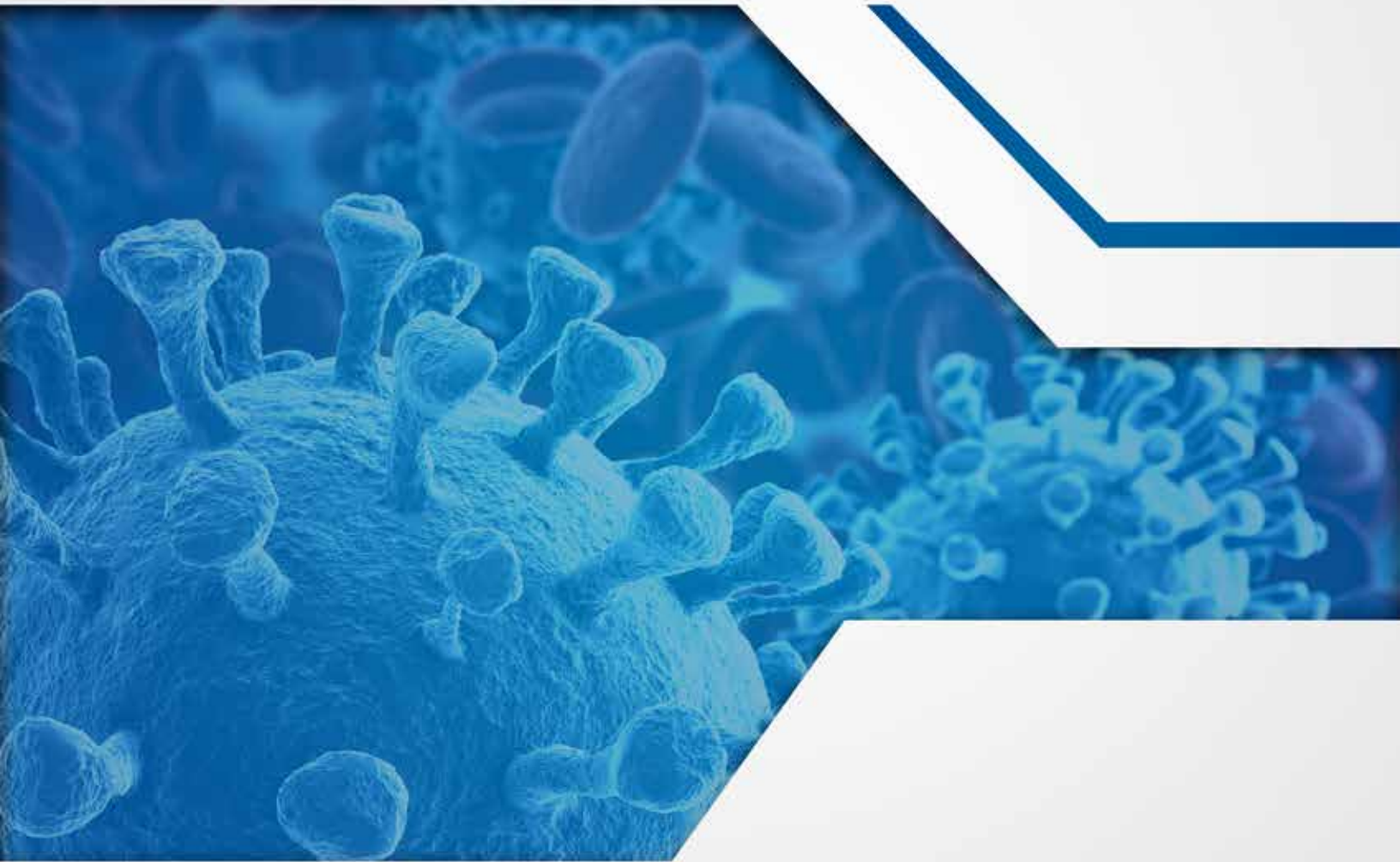
.....



**TUESDAYS & THURSDAYS**  
**15:00-17:00**  
**BY APPOINTMENT ONLY**  
**CALL 633-8502**



# HOW TO GET A PHONE



Needing a new phone or to set up your unlocked phone while in quarantine? No worries! Call the cell phone store in the Exchange and the representative can help you start an Italian phone plan, purchase a new phone, or answer questions you may have.

Please make sure to send your sponsor if there is anything that needs to be picked up or set up in person.

**Contact Information:**

Cellular Phones

DSN: 633-7577

Darby, Bldg. 725

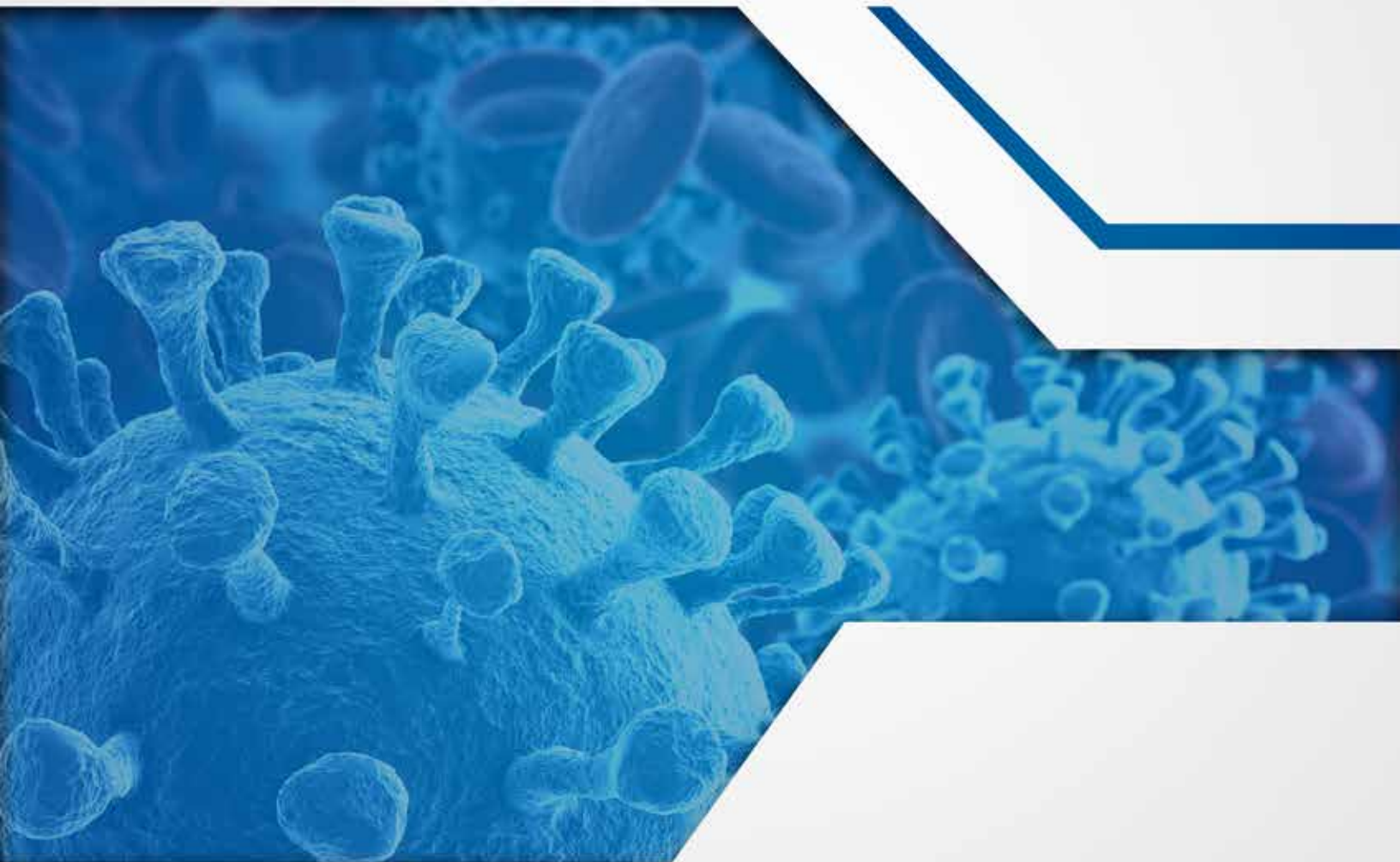
**Hours of Operation:**

Monday-Friday, 10:00-17:30

Saturday, Closed

Sunday, Closed

# PURCHASING AAFES PRODUCTS





## ***Making AAFES Purchases***



### **Contact Information :**

POC DSN 633-7873

PSLivornoRS@aafes.com

Store Manager: Tony Podhora: Podhuraa@aafes.com

Supervisor: Steven Trobaugh : Trobaughs@aafes.com

### **Store Hours:**

Monday-Friday: 07:00-17:30

Saturday –Sunday: CLOSED

### **Administrative Notes:**

- Prior to check out, ensure items are available for pick-up by **designated sponsor** at the Darby AAFES Store
- Only essential items will be purchases. (No high-dollar/leisure items/etc.)

**Step One:** Reference the AAFES Personal Shopping Guide and select the items from the prepared list.

**Step Two:** Call the Exchange number to place and pay for the order.

**When placing your order make sure to provide:**

1. **Personal contact number and email address**
2. **The full name and phone number of sponsor  
(photo ID Verification required for pick up)**

Following the purchase of the order, the sales associate will provide a pick-up time for the order.

**Step Three:** Designate shopper/sponsor proceed to the Exchange to pick up the order.

1. AAFES will call customer to confirm for situational awareness.
2. Designated shopper/sponsor is required to sign for the shopping order.

# USAG Italy Inbound Personnel ROM Guide

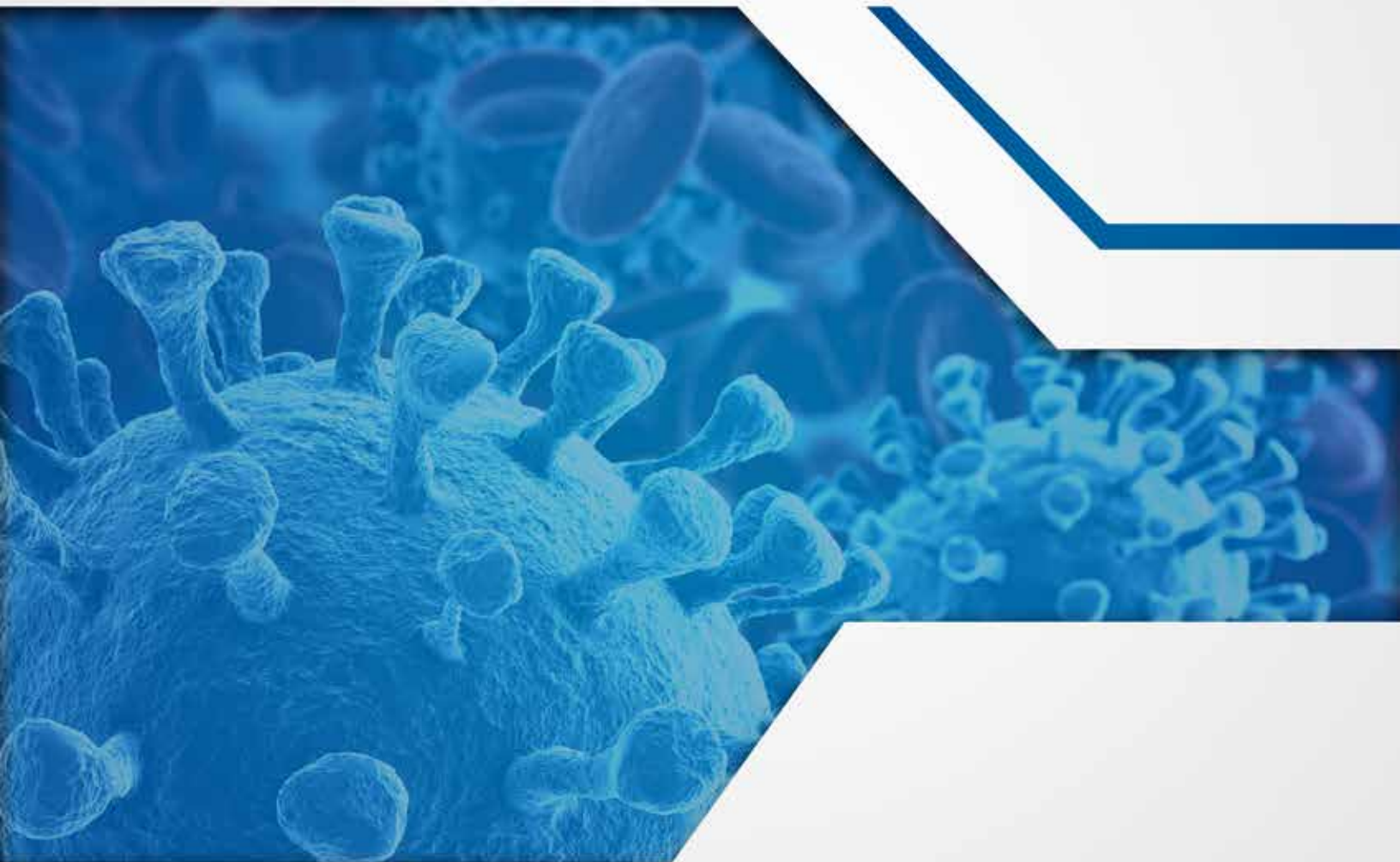
## Exchange Order Form Livorno Retail 2020

\*Customers can call or email their order to [pslivornoRS@aafes.com](mailto:pslivornoRS@aafes.com) using below list. Pay with credit card or Milstar over the phone. Sponsors will coordinate pick up to be delivered to the quarantined member/family.

DESCRIPTION	QTY	DESCRIPTION	QTY	DESCRIPTION	QTY
<b>WATER</b>		<b>BABY SUPPLIES</b>			
Culligan 1L 8pk		Diapers (please indicate size)		<b>Clothing/underwear/socks</b>	
Lifewater 1lt		Baby lotion		Clothing (limited)	
Smart Water 1lt		Baby shampoo		Socks	
Culligan 12 PK 1/2 Liter		Similac		Mens T shirts/Underwear	
Powerade		Medication		Womens Bras/panties	
Gatorade		Pedialyte		Kids t-Shirts and underwear	
Tea					
Pedialyte					
<b>SODA</b>		<b>MEDICINES/ HBC</b>		<b>PAPER/PLASTIC</b>	
Coke 12 pk		Exchange Select ibuprofen 20 caplets		Toilet paper	
Dr. Pepper 12 pk		Exchange Select Aspirin 100Ct		Bounty Paper Towels	
Mountain Dew 12 Pk		Exchange Select Acetaminophen 50 caplets		Exchange Select paper towels	
Pepsi 12 Pk		Exchange Select Daytime Cold Medicine		Exchange Select Napkins	
Coke Zero 12Pk		Imodium		Trash Bags 30 gal	
Diet Coke 12pk		Tums Antacid 60ct		Trash bags 13 gal	
Ginger Ale 12 PK		Exchange Select Cold and Flu 24ct		Ziploc bags 1 gallon	
<b>ENERGY DRINKS</b>		Chapstick Original		Foil Reynolds	
Red Bull 12 oz. regular		Cough drops		Plastic Wrap	
Red Bull 20 OZ		Exchange Select Vapor rub		Plastic Cups 18oz/30ct	
Monster 16 OZ		PeptoBismol		Plastic Utensils 24ct	
Monster 20 OZ		Benedryl		Paper Plates	
Celsius				Wet Ones Fresh 20ct	
Mo		<b>FIRST AID</b>			
Reign		Hand Sanitizer			
BANG		Face Masks			
<b>POWERBAR</b>		Contact Lens Care		<b>CLEANING SUPPLIES</b>	
Cliff Bars		Neosporin		Lysol cleaning spray	
Quest bars		Epsom Salt		409 Multipurpose cleaner	
Lenny&Larry Cookie		Calmine lotion (for mosquito bites)		Down Dish Liquid	
One Bars		Eye Drops		Exchange Select Dishwasher soap	
		Cotton Balls		Bleach	
<b>Snacks-SEEDS &amp; NUTS</b>		Band Aid		Exchange Select Bathroom Cleaner	
Almonds		Cotton Swabs		Air freshner	
Mixed		Sunscreen		Fabuloso Lavender 22oz	
Peanuts		Other		Febreze air freshener	
		<b>DEODORANTS</b>		Drano liquid or Liquid plumber	
<b>CHIPS &amp; Snacks</b>		AXE			
Pringles		Old Spice			
Lays		Secret		<b>LAUNDRY SUPPLIES</b>	
Doritos		Other		Tide Pods Orig	
Dips		<b>SHAVING</b>		Exchange Seltc Pods	
		Shaving Cream Foamy		Ultra Downey Fabric Softener liq.	
<b>CANDY/SNACKS</b>		Sensors 5 Disp		Bounce Dryer Sheets	
M&M's		Twin Blade Long Handle			
Reeses		<b>TOOTHBRUSHES/PASTE/Mouthwash</b>			
Almond joy		Colgate			
gummy bears		Crest		<b>OTHER</b>	
Tuna		Exchange Select Floss		Pens & Pencils	
		Listerine		Android Charge Cable	
		<b>FEMININE HYGIENE</b>		Lightning (iPhone) Cable	
		OB Tampon		Extension Cord	
<b>BEEF JERKY</b>		Always Ultra Size 3		Writing Tablet	
		Always Uiner thin		Batteries	
		<b>SOAP/SHAMPOO</b>		Adaptors/plugs	
Jack Links		Head & Shoulder Shampoo		220 V heater or fans	
Slim Jim		Pantene 2 in 1 Shampoo		Pillow standard	
Cattlemans cut		Axe Men's Body wash		Blankets/comforter	
Old Trapper		Dove Cucumber/Green Tea Body wash		Towels	
Dukes		Dial Bar Soap		plugs/adaptors	
		Dove Hand soap pump bottle		plastic containers	
<b>Deli Express/ Pastries</b>					
Sandwiches				AAFES Livorno Retail Store	
Muffins				POC DSN 633-7873	
Burrito				<a href="mailto:PSLivornoRS@aafes.com">PSLivornoRS@aafes.com</a>	
Krispy Cream				Store Manager: Tony Podhora: <a href="mailto:Podhora@aafes.com">Podhora@aafes.com</a>	
		<b>TOYS</b>		Supervisor: Steven Trobaugh : <a href="mailto:Trobaughs@aafes.com">Trobaughs@aafes.com</a>	
		Hotwheels			
		Barbies			



# PURCHASING COMMISSARY PRODUCTS





## ***Making Commissary Purchases***



### **Contact Information :**

Giuseppe Ricci: [Giuseppe.ricci.it@deca.mil](mailto:Giuseppe.ricci.it@deca.mil)

Paolo Lemmi: [paolo.lemmi.it@deca.mil](mailto:paolo.lemmi.it@deca.mil)

Franca Taccini: [franca.taccini.it@deca.mil](mailto:franca.taccini.it@deca.mil)

### **Store Hours:**

Tuesday: 10:00-19:00

Wednesday-Saturday: 10:00-18:00

Sunday-Monday: CLOSED

### **Administrative Notes:**

\*All shopping and point-of-sale processes will take place at the commissary by the commissary staff members.

\*All sponsors will be trained on the process and will be the one to pick up and deliver items.

\*Payment can only be made with credit card. You will be contacted by phone.

\*Sponsors or shopping volunteers are not to ask for credit card information.

**Step One:** Send email to the commissary representative's with a detailed list of items you would from the commissary and CC your sponsors email.

**When placing your order make sure to provide:**

**1. Personal contact number, email address, and room number.**

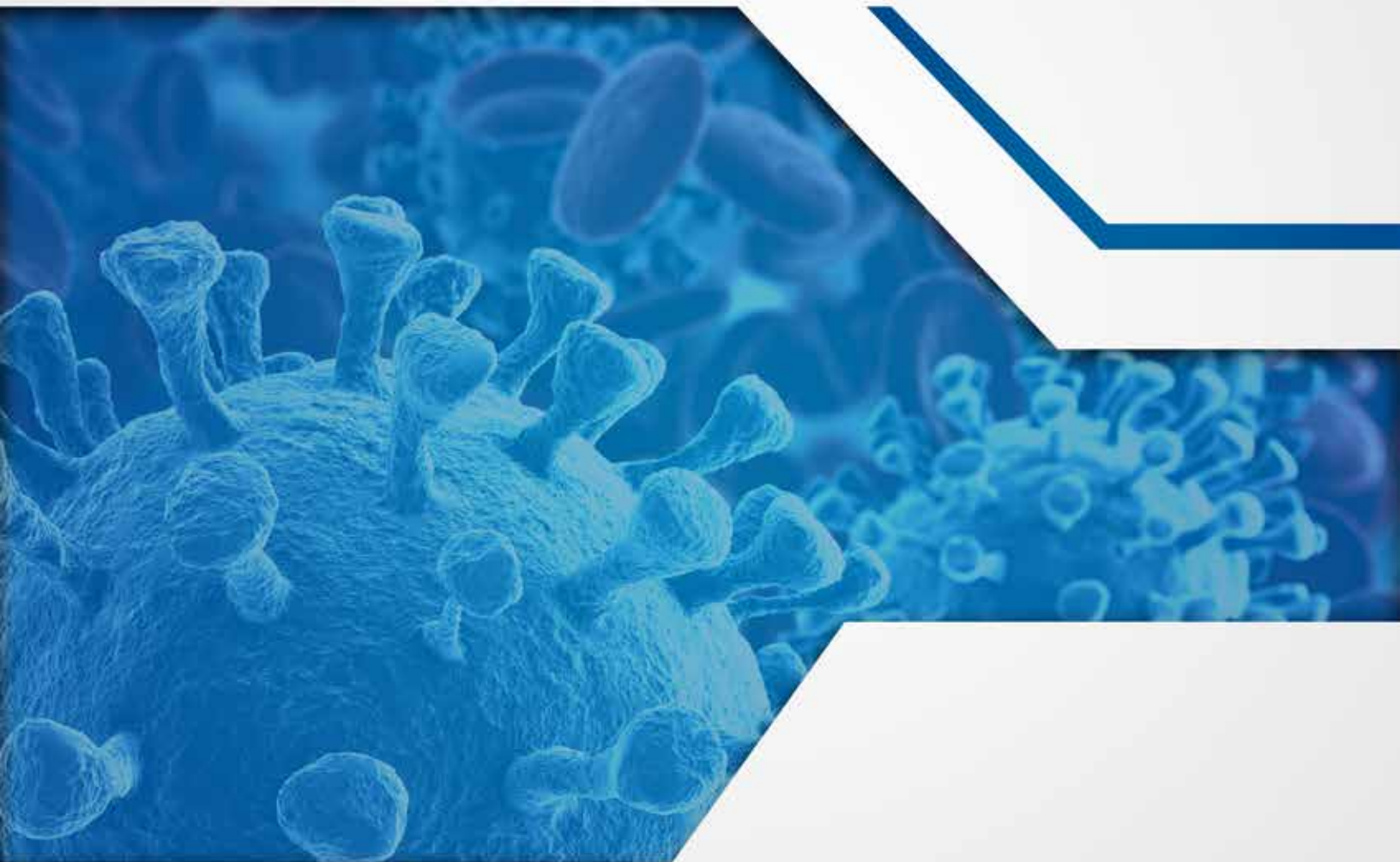
**2. The full name , email, and phone number of sponsor.**

**(photo ID Verification required for pick up)**

\*Following the purchase of the order, the sales associate will provide a pick-up time for the order. Allow approximately 48 hours to prepare items.

**Step Three:** Designated shopper/sponsor can proceed to the commissary to pick up and deliver the order to the room.

# COMPLETION OF ROM



Once the service member (or) family has been in ROM for 15 days, has not shown any COVID symptoms, and has a negative test result, the USAG Italy Public Health Team will produce a release from ROM memorandum and notify the USAG-Italy Emergency Operations Center (EOC). ROM personnel can only be released once the Release from ROM Memo is received.

It is possible that after completing ROM you could be moved to a different room in the Casa Toscana.

Please complete the ROM survey to tell how your experience during quarantine. See the below QR code and link.

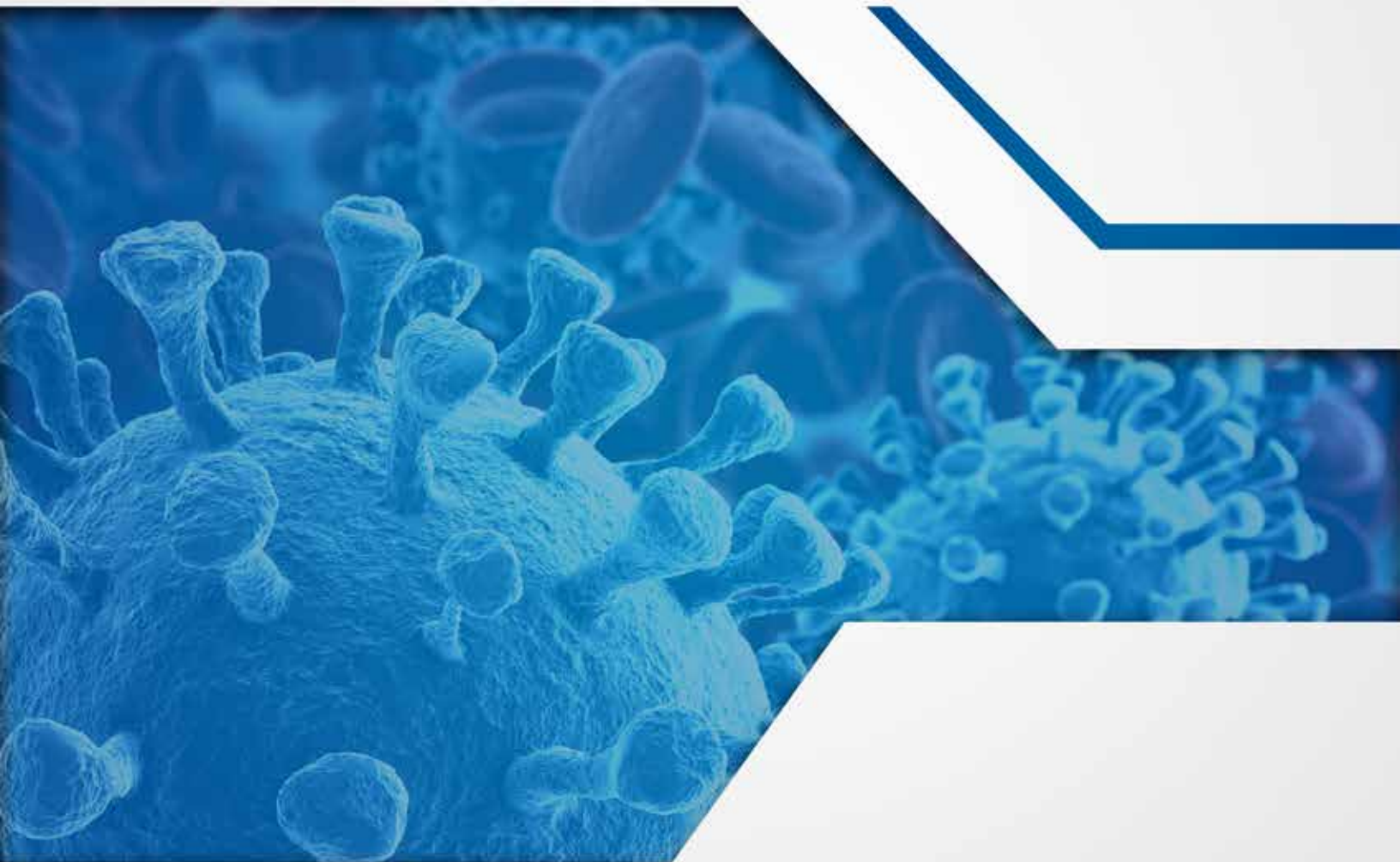


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### ROM Survey:

<https://www.surveymonkey.com/r/ROM-Italy>

# DARBY SCHOOL SUPPORT SERVICES



# USAG ITALY, DARBY SCHOOL SUPPORT SERVICES

Mailing Address: Unit 31301 Box 60 APO AE 09613

Website: <https://italy.armymwr.com/programs/darby-school-liaison-officer-slo>

Email Address : [usarmy.italy.imcom-fmwrc.mbx.darby-slo@mail.mil](mailto:usarmy.italy.imcom-fmwrc.mbx.darby-slo@mail.mil)

Physical Address:  
USAG Italy, Darby  
Bldg 113 Office 153  
Via V. Livornese 788  
Tirrenia (PI) 56018  
Ph: (01139) 050-548075  
DSN: (314)633-8075

## SUMMARY:

Families assigned to Camp Darby with school-age children in K-8th grade can attend a Department of Defense Education Activity-Europe (DoDEA-E) school located on post: [Livorno Elementary and Middle School](#). Families with high school youth (9th-12th grade) may have tuition-free options if they are eligible for the [Non-DoDDS School Program](#) (NDSP).

## SCHOOL DISTRICT:

DoDEA - Europe South District  
011) 39-0444-61-8512 DSN 314-646-8512  
[www.dodea.edu/europe/south](http://www.dodea.edu/europe/south)  
☑ Sponsorship Program

## DoDEA - EUROPE SCHOOLS:

☑ Interstate Compact on Educational Opportunities For Military Children Member - [www.mic3.net](http://www.mic3.net)

Website: [www.dodea.edu/europe](http://www.dodea.edu/europe)

School Calendars: [www.dodea.edu/schoolCalendars.cfm](http://www.dodea.edu/schoolCalendars.cfm)

School Data: [www.dodea.edu/datacenter/testdata.cfm](http://www.dodea.edu/datacenter/testdata.cfm)

## DoDEA SCHOOL REGISTRATION

Elementary & Middle School registration requirements:

1. Birth Certificate or passport
2. Immunization record (Can be provided within 30 days of starting school)
3. Copy of orders
4. Custody or guardian papers filed through the court. (if applicable)
5. Local emergency contact information
6. School records (Can be requested by the school)

Online PRE-registration :

<https://www.dodea.edu/dors/>

## SCHOOL REGISTRATION for High School (NDSP):

- Non DoD Schools Program (NDSP) [www.dodea.edu/nonDOD/](http://www.dodea.edu/nonDOD/)
- Eligibility for NDSP [www.dodea.edu/nonDOD/eligibility.cfm](http://www.dodea.edu/nonDOD/eligibility.cfm)
- DoDEA Form 610: [www.dodea.edu/Offices/Regulations/dodea\\_forms/upload/form\\_dodea610.pdf](http://www.dodea.edu/Offices/Regulations/dodea_forms/upload/form_dodea610.pdf)
- DoDEA NDSP 620- Pre Screening Questionnaire: [www.dodea.edu/nonDOD/upload/NDSP\\_620\\_Pre\\_Screening-Questionnaire.pdf](http://www.dodea.edu/nonDOD/upload/NDSP_620_Pre_Screening-Questionnaire.pdf)
- NEW Student Registration: [www.dodea.edu/nonDOD/upload/NDSP\\_Required\\_Registration.pdf](http://www.dodea.edu/nonDOD/upload/NDSP_Required_Registration.pdf)
- DoDEA NDSP Student Online Registration- <https://registration.dodea.edu/NDSP/>
- NDSP Sponsor Orientation- [www.dodea.edu/nonDOD/upload/NDSPorientation4.pdf](http://www.dodea.edu/nonDOD/upload/NDSPorientation4.pdf)

## SCHOOL CHOICE OPTIONS:

- **Public Italian School :** All students have the option to attend local Italian schools on the economy according to their family's needs
- **Home Schooling:** is a legal option open to all SOFA sponsored active duty military, DoD civilians, and contractors. No state or federal government permission is required. DoDEA Home Schooling Policy: [www.dodea.edu/upload/020D002.pdf](http://www.dodea.edu/upload/020D002.pdf)
- **Private School:** Only HS students receive NDSP funding for private schools, but middle and elementary age students may attend private schools at parent cost.

High School students have the following options if they are eligible for NDSP: [www.dodea.edu/nonDOD/](http://www.dodea.edu/nonDOD/)

- **Private School:** The International School of Florence (ISF) [www.isfitaly.org](http://www.isfitaly.org)
- **Private School:** The Canadian School of Florence (CSF) [www.csfflorence.it](http://www.csfflorence.it)
- **Boarding School:** Families may choose a boarding school option up to the DSSR rate. Contact your SLO for more information.
- **Accredited Home-based Schooling:** Financial support for accredited homeschooling [www.dodea.edu/nonDOD/HomeBasedEducation.cfm](http://www.dodea.edu/nonDOD/HomeBasedEducation.cfm)
- **Accredited and diploma granting Virtual High School:** This requires pre-authorization. One option is the DoDEA Virtual School: [www.dodea.edu/virtualhs](http://www.dodea.edu/virtualhs)

## REMINDERS:

- Enroll your children as soon as possible.
- Ensure school has current contact information to include work and personal phone numbers and emergency contacts at all times.
- All DoDEA-E schools have a School Advisory Committee (SAC) to advise the principal on local school related matters.
- Contact Parent Central Services to sign up for afterschool care, or activities. [europe.armymwr.com/cyss](http://europe.armymwr.com/cyss)
- Request a Youth Sponsor (grades 6-12): Contact the School Liaison Officer (SLO) with questions or concerns.
- Overseas screening required for active duty Families through the Exceptional Family Member Program (EFMP) [efmp.amedd.army.mil/](mailto:efmp.amedd.army.mil)

## SCHOOL DATA:

### Phone

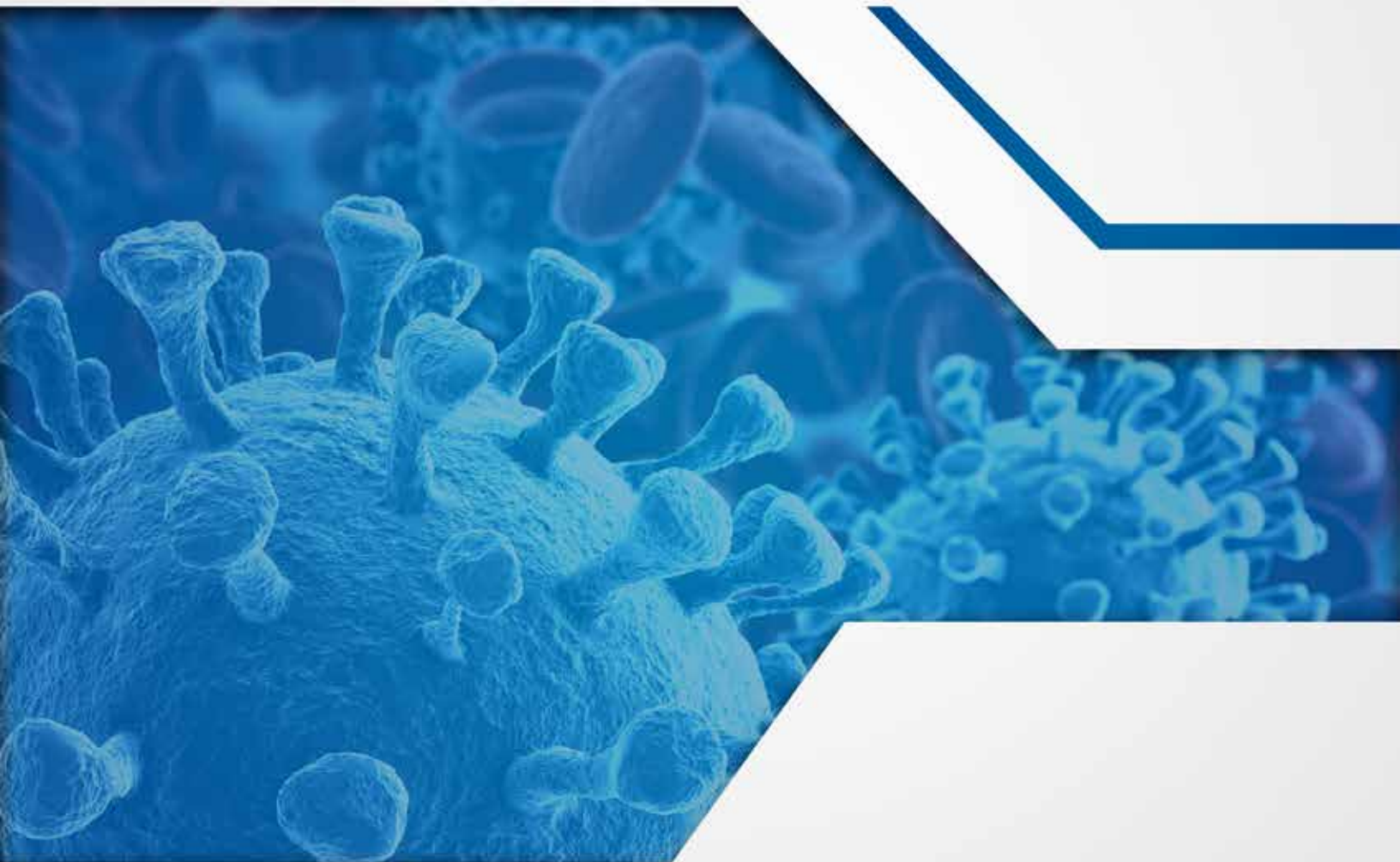
International School of Florence: From US 011-39-055-200-1515

DoDEA School Attendance Policy: [http://www.dodea.edu/attendance/upload/Reg\\_2095\\_01\\_rev081513.pdf](http://www.dodea.edu/attendance/upload/Reg_2095_01_rev081513.pdf)

### Website

[www.isfitaly.org](http://www.isfitaly.org)

# DODEA PARENT GUIDE





## **D**oDEA **O**nline **R**egistration **S**ystem (DORS)

### Parent Guide

This guide is for parents/guardians new to the Vicenza/Livorno military communities enrolling a student into DoDEA schools. DoDEA Online Registration for Students (DORS) eliminates manual forms and makes it easy for parents to register their child for school. Once a student's information is entered into DORS, it can be quickly updated at any time and from any computer with Internet access.

**DORS WEBSITE:** <https://dodea-registration.hosted.src-solutions.com/>

#### **TECHNICAL ASSISTANCE:**

Google Chrome is the suggested internet browser for using DORS.

Please email the appropriate school's registrar or call the school if you encounter any issues related to the online registration process:

#### **BEFORE YOU BEGIN, PLEASE GATHER THE FOLLOWING:**

- Household information - quarters or home address, mailing address and phone numbers.
- Parent information - orders/employment status, phone numbers, and email addresses.
- Student Information - birth certificate, demographic, and health/medication information.
- Emergency contacts – names, phone numbers, addresses.

#### **THINGS TO CONSIDER:**

- The enrollment process may take 15-30 minutes.
- Parents can save at any point in the process and return at a later time to continue.
- Required fields display with a **red asterisk\*\***.
- Parents must click the Save/Next button to proceed to the next step in the process.
- Parent can upload supporting documents in DORS.
- Parents must physically visit the school to complete the registration process.
- It is recommended parents complete the online enrollment process prior to visiting the school.
- Parents must click the "I have completed this student" and "Save and Next" once all student information has been entered & verified.

#### **EMAIL ACCOUNTS:**

Every parent will need a valid email address. If you do not have an existing email address, you can create one for free. Some of the more prominent free email sites are:

- Google Gmail: <https://www.google.com>
- Yahoo: <https://www.yahoo.com>

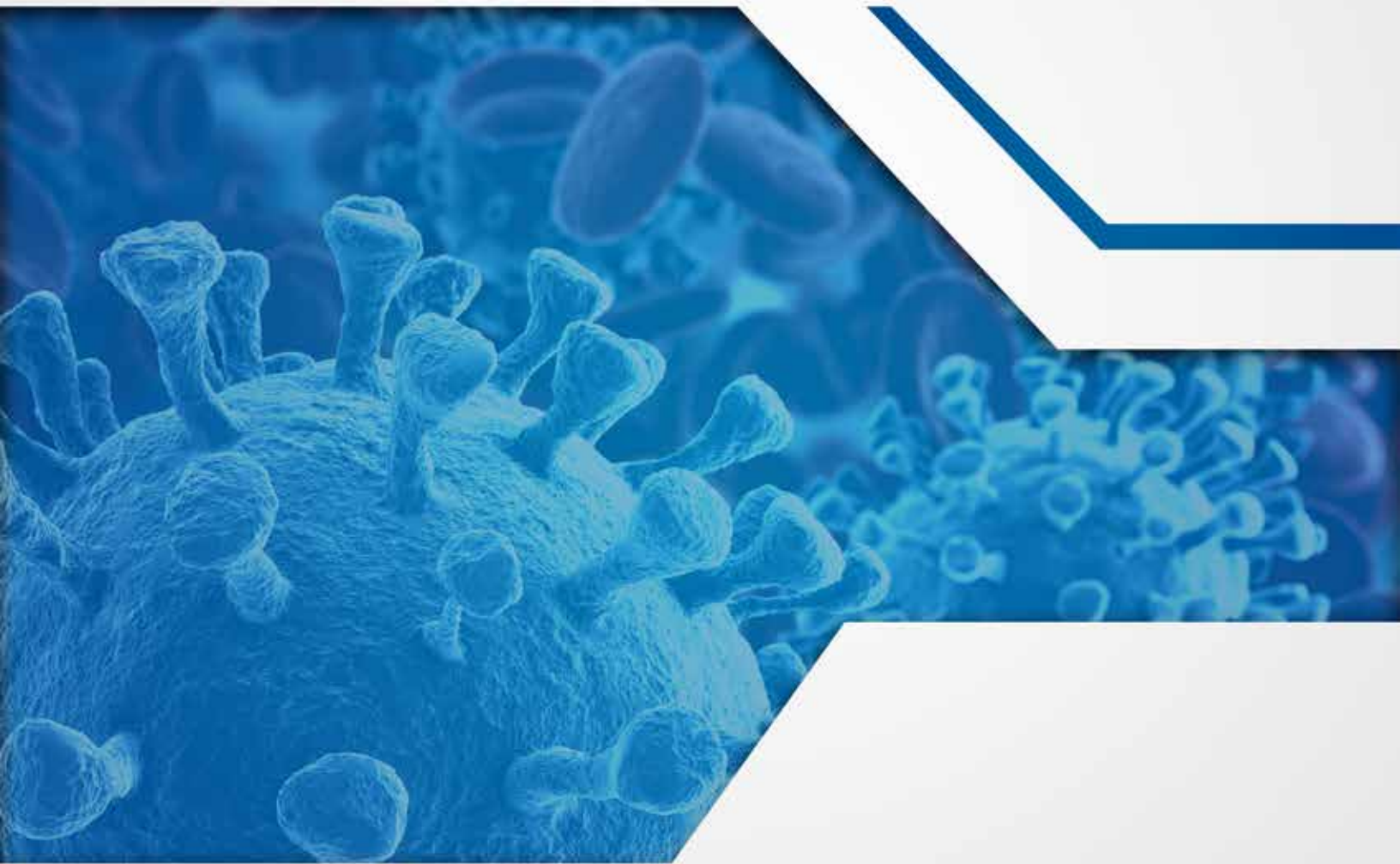
For additional information regarding eligibility and enrollment, click on the link below:

<https://www.dodea.edu/registration-process.cfm>

#### **NOTE:**

Parents should be cognizant with spelling, capitalization and punctuation as schools will receive the data exactly as it is entered. Dates should be entered as mm/dd/yyyy and phone numbers in the international format. (Example: +39-555-1212). Student names should be entered exactly as shown on the birth certificate.

# RED CROSS PRESENTS: RESILIENCY IN QUARANTINE



VICENZA RED CROSS  
PRESENTS



# RESILIENCE IN QUARANTINE

A safe place where spouses can learn resiliency skills as preventative tools for the challenges that come with living during a pandemic AND military life.

This workshop is free, confidential, and led by a licensed mental health professional.

CREATING CALMNESS  
VIRTUAL WORKSHOP  
OFFERED TWICE A MONTH ON MONDAYS  
FOR SPOUSES: 1100-1200  
FOR SPONSORS: 1300-1400

**REGISTER HERE**

<https://www.eventbrite.com/e/red-cross-service-to-armed-forces-covid-19-virtual-resiliency-workshop-tickets-103786827194>

Questions? Contact us at [Vicenza@redcross.org](mailto:Vicenza@redcross.org) or 0444-71-5053

# USEFUL PHONE NUMBERS



Dialing Instructions			
DSN		DSN from a Civilian Line	
646-XXXX		0444-71-XXXX	
637-XXXX		0444-61-XXXX	
633-XXXX		05054-XXXX	
From USA to 646-XXXX		011-39-0444-71-XXXX	
From USA to 637-XXXX		011-39-0444-61-XXXX	
From USA to 633-XXXX		011-39-0444-59-XXXX	
Organization	DSN	Mobile/CIV	Email
Emergency Operations Center (EOC)	314-646-5700	0444-71-5700	<a href="mailto:usarmy.usag-italy.id-europe.mbx.installation-operations@mail.mil">usarmy.usag-italy.id-europe.mbx.installation-operations@mail.mil</a>
Installation Sponsorship Coordinator	314-633-7505	05054-7505	
Army Community Service (ACS)	314-633-8502/8503	05054-8502/8503	<a href="mailto:usarmy.usag-italy.id-europe.mbx.acs-camp-darby@mail.mil">usarmy.usag-italy.id-europe.mbx.acs-camp-darby@mail.mil</a>
Lending Closet	314-633-8502	05054-8502	<a href="mailto:usarmy.usag-italy.id-europe.mbx.acs-camp-darby@mail.mil">usarmy.usag-italy.id-europe.mbx.acs-camp-darby@mail.mil</a>
Army Lodging Casa Toscana	314-633-7580	05054-7580	
Red Cross	314-646-5735	0444-71-5735	
*Veterinary Clinic	314-636-9160	0444-61-9160	
MP Desk- 24- Hour Military Police Desk/Emergency Line	314-633-7510/7575	05054-7510/7575	
Fire Department	117 (on post)	05054-7117 115 (off post)	
Ambulance	Call MP Desk	118 (off post)	
Military and Family Life Councilor (MFLC)		+39 336-893-2454	Livornoadultmflc-01@srinmflteam.com
SHARP	314-646-8540	335-103-8785	
Housing Emergency (duty hours)	314-633-7503	05054-7503	
Suicide Hotline		1-800-342-9647	
Confidential Military Crisis Line		1-800-273-8255	<a href="https://www.veteranscrisisline.net/get-help/military-crisis-line">https://www.veteranscrisisline.net/get-help/military-crisis-line</a>

For additional phone numbers: <https://home.army.mil/italy/index.php/contact/phonebook>

Community Resource Guide (CRG): Resource for phone numbers, building numbers, service hours, and much more. Can visit website or download the app on your phone.

<https://crg.amedd.army.mil/quides/usareur/darby/Pages/default.aspx>



\*\*\*The Veterinary Clinic is located in Vicenza Military Community. You can register your animal with them along with calling them for any questions or concerns. There are other private veterinarians in the economy around Camp Darby that will be the responsibility of the pet owner to locate and register if desired.

