



# Welcome to JRTC Operations Group



# *Table of Contents*

- 1. Welcome Letter*
- 2. Getting to Fort Polk*
- 3. Key Locations on Post*
- 4. Housing Information*
- 5. Post Resources*
- 6. Senior In Processing Timeline and Requirements*
- 7. Junior In processing Timeline and Requirements*
- 8. Community Information*



# Welcome from the Operations Group Command Team



**COL Andrew O. Saslav**  
**Commander, OPS GRP**  
[Biography](#)



**CSM Joseph J. Hissong**  
**Command Sergeant Major**  
[Biography](#)

***We welcome you and your Families to the Operations Group and congratulate you on your selection to serve as an Observer/Coach/Trainer. We are confident that you will find that your tour at OPS GRP will be professionally and personally rewarding as you help shape the next generation of warfighters in this training environment. You are a valued member of the team, and we look forward to your arrival here to Fort Polk. In the coming weeks, your assigned task force will be reaching out to assist with your transition as needed.***

***Our mission at OPS GRP is to train Brigade Combat Teams (BCTs) in the Decisive Action Training Environment (DATE). Each rotation is unique in its design to maximize the training value for the rotational training unit (RTU), with each rotation helping prepare these formations to deploy, fight, and win in a complex environment. Each calendar year, 10 BCTs complete training at the Joint Readiness Training Center (JRTC) – providing OCTs an opportunity to pass along their knowledge while receiving invaluable experience to use as they continue in their Army careers.***

***Fort Polk is a great place for military Families. The local school system consistently ranks in the top five in the state, and the Army has invested heavily in on-post facilities for Families to enjoy. From youth sports to on-post clubs, there is plenty for our Families to enjoy. Off-post, Louisiana is known for its cuisine, culture, and things to see. The state hosts more than 400 festivals each year with something for everyone.***

***Again, welcome to the OPS GRP team. We look forward to your arrival as we continue to make JRTC the premiere, joint combat training center.***





# Getting to Fort Polk



[Click here to open main gate location in Google Maps](#)

## ***From Alexandria:***

- Take LA Hwy. 28 West for 52 miles and turn left onto US-171 South at the roundabout
- Drive 7 miles on US-171 South, and turn left onto Entrance Road
- Gate 1 (Main Gate) is 2.6 miles ahead on Entrance Road

## ***From Lake Charles:***

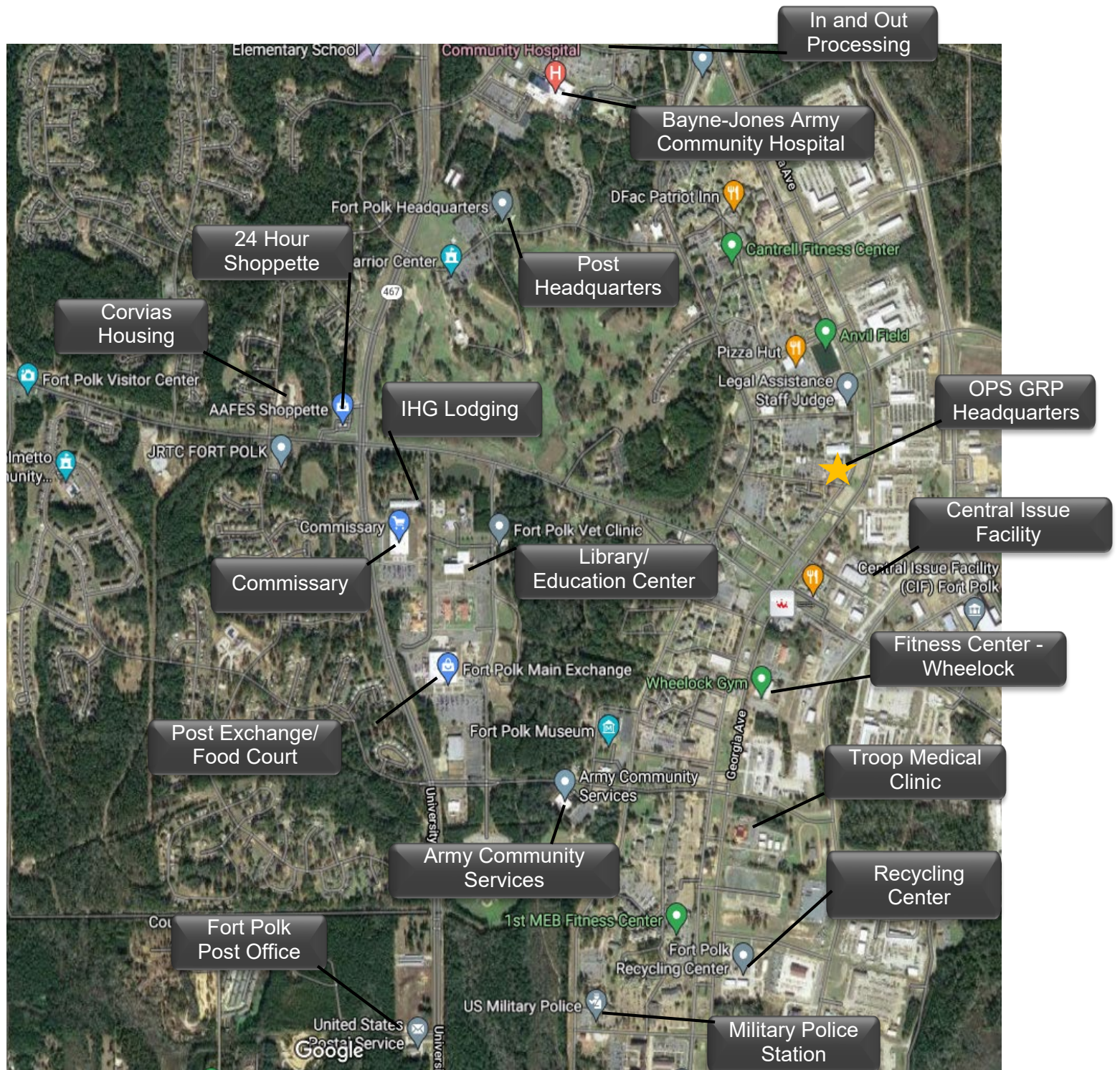
- From Interstate 10, take Exit 33 for US-171 North
- Drive 63 miles on US-171 N to Entrance Road
- Turn right onto Entrance Road and drive 2.6 miles to Gate 1 (Main Gate)

## ***From Shreveport:***

- Take Interstate 49 South for 70 miles, take Exit 138 for LA-6 toward Natchitoches/Many
- Turn right onto LA-6 and drive for 3.7 miles
- Turn left onto LA-117 S for 41.6 miles
- Turn right onto LA-28 W/LA-8 W for 0.4 miles
- Drive 7 miles on US-171 South, and turn left onto Entrance Road
- Gate 1 (Main Gate) is 2.6 miles ahead on Entrance Road



# Key Locations on Post



# Housing Information



Fort Polk on-post housing is privatized and is managed by Corvias Military Housing. There are three neighborhoods within Fort Polk to house Soldiers and their Families: [Dogwood Terrace](#), [Maple Terrace](#), and [Palmetto Terrace](#).

You can access the Corvias website by [clicking here](#), and you can request information from the leasing office by [clicking here](#).



For personnel who wish to seek residence off post, coordination with the Fort Polk Residential Communities Initiative (RCI) office is highly encouraged. These personnel offer valuable feedback on off-post areas. Additionally, if Soldiers have unique circumstances (married to another service member, geographical bachelor/bachelorette, etc.), they should reach out to the RCI office for assistance.

The RCI office is located adjacent to the Corvias Military Leasing Building on South Fort. Additionally, ***this is the location where Soldiers will have their Permissive TDY (PTDY) stamp applied to their DA 31 if approved for PTDY from losing command.***

They can be reached at:  
337-531-6000  
[sarah.j.white.civ@mail.mil](mailto:sarah.j.white.civ@mail.mil)



# Post Resources



## **Army Community Service**

Phone: 337.531.1941

## **Fort Polk Family and MWR**

Phone: 337.531.1979

## **Parent and Outreach Services**

Phone: 337.531.1955

Outreach Program offers a wide variety of social, educational and recreational classes each month at no cost to the participants.

## **School Liaison Office**

Bldg. 400, Radio Road

Phone: 337.531.9481

Walk-In Hours: Mon. – Fri.: 8:30 a.m. – 4:00 p.m.

The primary role of the school liaison officer is to coordinate and assist school-aged children and youth from military families with all the educational opportunities and information necessary to achieve academic success. In addition, the school liaison office works in close partnership with the local schools to provide caring adults to enhance the military child's educational experience.

## **Relocation Readiness Program**

Bldg. 920, Bell Richard Avenue

Phone: 337.531.6923/6952

Hours: Mon. – Fri.: 8:30 a.m. – 4:30 p.m.

Provides information, guidance, and assistance to help minimize the impact of families during PCS moves, unit deployments or soldiers who are on unaccompanied overseas tours.

## **Child Development Center**

Bldg. 744, Utah Avenue

Phone: 337.531.2149/1954/2891

Hours: Mon. – Fri.: 5:45 a.m. – 5:30 p.m.

The CDC offers a wide variety of programs to meet every parent's needs, from age-appropriate activities to balanced nutrition and preparation for kindergarten. The CDC provides care for children ages six weeks to five years, as well as BEFORE AND AFTER kindergarten care.

## **School Age Center**

Phone: 337.531.2149

Hours: Mon. – Fri.: 5:45 a.m. – 6:00 p.m.

School Age Services (SAS) are available to all school aged children first - fifth grade. Parents electing to enroll a child in the SAS program may choose a program of before and/or after school care, or they may choose care by the hour or day.

## **Additional Resources:**

- [www.armyonesource.com](http://www.armyonesource.com)
- [www.militaryhomefront.dod.mil](http://www.militaryhomefront.dod.mil)

# Seniors In Processing Timelines and Requirements

**All personnel arriving to Fort Polk must in process through the centralized inprocessing facility located near Bayne-Jones Army Community Hospital at [BLDG 250, 3rd Street, Fort Polk, LA 71459](#).**

**For Sergeants First Class and above/Captains and above/Chief Warrant Officers 3 and Above & family members, the schedule is generally:**

- **Day 0**
  - 0615 – Commander's Welcome Brief
  - 0630 – Welcome Orientation
  - 0800 – DEERS / DD93
  - 0925 – Housing
  - 0930 – Finance
- **Tuesday** (Accountability 0820 at BLDG 920 (OCP))
  - 0830 – VA Brief / EFMP / DV [BLDG 920](#)
  - 1245-UTC – Master Resilience Training (MRT) [BLDG 924](#)
- **Wednesday** (Accountability 1250 at [BLDG 920](#) (OCP))
  - 1300-1630 – SHARP Training
- **Thursday** (Accountability 0850 at [BLDG 920](#) (OCP))
  - 0900-1600 – Garrison Commander & CSM Brief & Newcomer Orientation (Quality of life / Army Programs)
- **Friday** (Accountability 0850 at [BLDG 920](#) (OCP))
  - 1200-UTC – Commanding General & CSM Brief
- **Self Report/In Process**
  - Tricare (Call East Region: [1-800-444-5445](#) Monday-Friday 0800-1800)
  - Dental Clinic (Shira Dental Clinic, [BLDG 1561](#))
  - Medical – CTMC("Red Roof Inn") ([BLDG 3504](#))
  - Medical Records – BJACH – Entrance B (left of information desk) (0800-1600, Monday-Friday)  
Please bring ID card, orders, and medical records
  - CYS/School Liaison ([BLDG 400](#) Mississippi Ave/Radio Rd)
  - Central Issue Facility (CIF) – BLDG 4374 (Virginia & Tennessee Ave) Monday-Thursday 1230-1600

\*\*\*Your packet will be ready for pick-up on your "shipping date" at BLDG 250 by 0900. Please do not attempt to pick up your packet prior to your shipping date or in-process the unit until completed with all requirements.\*\*\*



# Juniors In Processing Timelines and Requirements

**All personnel arriving to Fort Polk must in process through the centralized inprocessing facility located near Bayne-Jones Army Community Hospital at [BLDG 250, 3rd Street, Fort Polk, LA 71459](#).**

**For Staff Sergeant and below / Chief Warrant Officer 2 and below / First Lieutenants and below & family members, the schedule is generally:**

- **Day 0**
  - 0615 – Commander's Welcome Brief
  - 0630 – Welcome Orientation
  - 0800 – DEERS / DD93
  - 0925 – Housing
  - 0930 – Finance
  - 1130 – Lunch
  - 1220 – Accountability
  - 1230 – CIF (BLDG 4374, Virginia & Tennessee Ave)
- **Tuesday** (Accountability 0615 at [BLDG 240](#) (Warriors Keep Barracks - PT Uniform))
  - 0615-0715 – Physical Training
  - 0845 – Formation at [BLDG 240](#) to proceed to BJACH and medical clinics. Bring ID card, orders, & records.
  - 1145 – Lunch
  - 1245 – Accountability Formation (Warriors Keep Barracks Parking Lot)
  - 1300 – Dental Clinic (Shira Dental Clinic, [BLDG 1561](#))
  - 1430 – Make-up: SGLI/DD93/DEERS/Records Review (for those who did not finish on Day 0)
- **Wednesday** (Accountability 0615 at [BLDG 240](#) (Warriors Keep Barracks - PT Uniform))
  - 0615-0715 – Physical Training
  - 0900 – Accountability Formation (Warriors Keep Barracks)
  - 0930-1130 – Financial Management Part I & II ([BLDG 920](#))
  - 1130-1230 – Lunch
  - 1230 – Formation (Warriors Keep Barracks)
  - 1230-1245 – Movement to [BLDG 920](#)
  - 1300-1630 – SHARP Training ([BLDG 920](#))
- **Thursday** (Accountability 0615 at [BLDG 240](#) (Warriors Keep Barracks – PT Uniform))
  - 0615-0715 – Physical Training
  - 0830 – Movement to [BLDG 920](#)
  - 0900-1600 – Garrison Commander & CSM Brief & Newcomers Orientation (Quality of life / Army Programs)
- **Friday** (Accountability 0615 at [BLDG 240](#) (Warriors Keep Barracks) (OCP))
  - 0800-1045 – Drivers Training Course (SSG and Below and/or 25 years old and below) (Main Post Chapel)
  - 1045-1130 – Lunch
  - 1200-UTC – Commanding General and CSM Brief (Bayou Theater)

# Community Information



[Click here to learn more](#)

**Leesville, Louisiana** – Leesville is the nearest city to Fort Polk, and the community has a strong connection with our Soldiers and their Families. As the parish seat for Vernon Parish, it serves as the hub for surrounding communities. As of the 2010 census, Leesville's population was over 6,000. The city has numerous festivals and cultural events throughout the year, and there are plenty of shops to visit in historic, downtown Leesville.



[Click here to learn more](#)

**Alexandria, Louisiana** – Alexandria is the nearest mid-size city, and it offers opportunities for more diverse options for dining and shopping. Alexandria is also home to the nearest airport servicing the Fort Polk area. Families will enjoy the Alexandria Zoo and the Tree House Museum



[Click here to learn more](#)

**Lake Charles, Louisiana** – Lake Charles is a short drive south of Fort Polk with plenty of opportunities for everyone in the family. From the Lake Charles Children's Museum to brewery tours to four premiere casinos, Lake Charles provides an ideal getaway for Soldiers and their families



[Click here to learn more](#)

**Shreveport, Louisiana** – Two hours north of Fort Polk in the northwest corner of the state, you will find Shreveport-Bossier City. The city has plenty of family fun as well as attractions to fill your day.



[Click here to visit the Louisiana Visitor's Bureau to learn more about the great state of Louisiana.](#)