

INFORMATION PAPER EBOLC PCS'd Students

SUBJECT: Information for EBOLC students PCSing to Fort Leonard Wood.

Ensure you are PCS'd to Fort Leonard wood:

1. To determine if you are PCS or TDY there are several options, if after performing these steps you are still unsure contact your orders issuing authority. If you are not able to find clarification that way then contact Mr. Tarczynski at 573-596-2924.
 - a. The first indicator of being PCS'd is the following sentence near the top of your orders:
 - i. You will proceed on permanent change of station as shown.
 - b. If you are PCS'd your orders should assign you to Fort Leonard Wood, specifically Company C, 554th EN BN.
 - c. Typically if you have a follow on school such as sapper school then you will be PCS'd.

Find a place to live:

2. This can be either on or off post. If you choose off post ensure you stay within a 30 mile radius of Fort Leonard Wood. The leave and pass policy prohibits students from staying overnight outside that radius without approved pass or leave.
3. Information for off post housing:
 - a. Housing Services Office (HSO)
 - i. Website: <http://www.wood.army.mil/dpwhsg/hso.htm>
 - ii. Phone: 573-596-0984 or DSN 581-0984
 - iii. Email: usarmy.leonardwood.usag.mbx.dpwhousing@mail.mil
 - iv. Location: Community Services Center, Building 470, Room 1215
 - v. HSO Purchasing info: http://www.wood.army.mil/dpwhsg/purchasing_information.htm
 - vi. HSO Rental info: http://www.wood.army.mil/dpwhsg/rental_information.htm
4. Information for on post housing:
 - a. Balfour Beatty Communities:
 - i. Website: <http://www.fortleonardwoodhomes.com/>
 - ii. Phone: 844-325-4583
 - iii. Location: 235 Ellis, Fort Leonard Wood, MO 65473
 - (On GPS/google maps this address will have you go too far down Ellis Street, for an exact location enter this grid coordinate: 37.77414, -92.12827)

Plan to move your House Hold Goods (HHG):

5. Visit <http://www.move.mil/index.cfm> for information on PCS moves.
6. HHG Shipment is scheduled through your local transportation office. You can find your local transportation office at http://www.move.mil/common/locator_maps/transportation_offices.cfm. If you cannot find your local transportation office you can contact the FLW transportation office by phone at (573) 596-0077. They are located at 140 Replacement Avenue Building 470 Room 1219, Fort Leonard Wood, MO 65473.
7. Personally Procured Move (PPM, formally known as a DITY move) is also arranged through your local transportation office. More information can be found in *Defense Transportation Regulation – Part IV Personal Property Attachment K1* “It’s your move” section AA. URL: http://www.ustranscom.mil/dtr/part-iv/dtr_part_iv_app_k_1.pdf

Arrive at FLW:

8. If you need temporary housing arrangements (hotel) contact IHG by phone at 573-596-0999 or their location is Building 470, 140 Replacement Avenue, Room 1201, Fort Leonard Wood, MO 65473.

Reporting:

9. PCS’d students should be authorized to report early, if this is the case we suggest that you report 10 days prior to your class start date. After you report you will be afforded time to find/finalize living arrangements.
10. If your report date is prior to your class start date you will be snowbirding until your class begins. On your report date you should report to Company B, 554th Engineer Battalion, 11470 Big Piney Rd, Fort Leonard Wood, MO 65473. The uniform for reporting is the Army Combat Uniform (ACU) or the Operational Camouflage Pattern (OCP). If you arrive during non-duty hours you must contact the BN Staff-Duty Officer @ BLDG1704. Phone number to contact SDO is 573-596-0606.
11. If your report date is the same as your class start date and you are not reporting early then follow the guidance in the [Welcome Letter](#) for zero day reporting.

POC for this information is Mr. Tarczynski at 573-596-2924