

TRAINING CENTER CAPE MAY



**COAST GUARD
TRAINING CENTER
CAPE MAY, NEW JERSEY**



BASE TELEPHONE DIRECTORY

"DO NOT DISCUSS CLASSIFIED INFORMATION ON NONSECURE TELEPHONES. OFFICIAL GOVERNMENT TELEPHONES ARE SUBJECT TO MONITORING FOR COMMUNICATIONS SECURITY PURPOSES AT ALL TIMES. *Government telephones are provided for the transmission of Official Government Information and are subject to communications security monitoring at all times. Use of Official telephones constitutes consent to COMSEC telephone monitoring.*

PRIVACY ACT OF 1974

The Federal Privacy Act of 1974, with certain exemptions, prohibits the disclosure of personal information about an individual from Coast Guard records. The home address, home telephone number or spouse's name is such protected information. Any requests for this information, from other than DOT employees in the performance of official duties, shall be immediately referred to the Training Center Legal Office without taking any action on the request. Violations of these requirements may result in disciplinary action being taken by the Coast Guard and civilian criminal action involving a fine of not more than \$5,000.00. The listings in this directory concerning Coast Guard Military Personnel shall be used FOR OFFICIAL USE ONLY.

You MAY Reveal:

1. Name
2. Rank or Rate
3. Date of Rank or Rate
4. Pay and Allowances (Base Pay
5. Present/Past Duty Stations
6. Duty Station Address
7. Office Phone Number
8. Source of Commission
9. Professional Education Level
10. Promotion Sequence Number

You MAY NOT Reveal:

1. Home Address
2. Home Phone Number
3. Number of Dependents
4. Withholdings
5. Social Security Number
6. Name of Spouse/Dependents
7. Allotments
8. Other Personal Information

Concerning Coast Guard Civilian Personnel

1. Name
2. Grade
3. Office Address
4. Office Phone Number
5. Salary (Base Pay)
6. Position Titles (present and past)
7. Professional Education Level

1. Home Address and Home Phone Number
2. Number of Dependents
3. Withholdings
4. Social Security Number
5. Name of Spouse/Dependents
6. Allotments
7. Other Personal Information

TRAINING CENTER CAPE MAY – TELEPHONE DIRECTORY

All numbers below are (609) 898-xxxx
Some positions are intentionally identified rank only (i.e., not by name).

General Information

ALL Cape May Commands (e.g., TRACEN, Station, ESD):

Phone Directory	6900
Delayed Openings, etc.	6700

Command Staff (c)

<p>Commanding Officer (c) 6901 CAPT Sarah K. Felger</p> <p>Executive Officer 6901 CDR Scott Rae</p> <p>Command Admin Assistant Mr. Edward White 6901 FAX 6805</p> <p>Command Master Chief 6923 CMC Kody Fraughton</p> <p>Public Affairs Officer (pa) CWO 6362 PA2 6363</p> <p>Command Chaplains (ch) Protestant Chaplain 6240 CDR Stephen Fisher, USN</p> <p>Catholic Chaplain 6239 LT Imad Barakeh, USN</p> <p>Chapel Yeoman 6974 SN</p>	<p>Legal Office (cl)</p> <p>Equal Opportunity Advisor (eoa)</p> <p>Equal Employment Specialist (ees)</p> <p>Base Planner</p>	<p>Legal Officer 6902 CDR</p> <p>Legal Yeoman 6902 YN1</p> <p>EMC Carl Louis 6919</p> <p>Ms. Rayann Sadoris</p> <p>6776</p>
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TRAINING CENTER CAPE MAY – TELEPHONE DIRECTORY

Mission Support Division (ms)

Division Chief (s) 6300
 CDR Ronald Millspaugh

Mutual Assistance/Decedent Affairs
 CWO 6909

Civilian Human Resource Liaison
 Ms. Tina Walker 6335

Servicing Personnel Branch (sp)
 Branch Chief/Transportation Officer
 CWO 6909

Administration Section (spa)
 Admin YNC 6226

ID Card Section 6337
 Appointments: Mon 1300-1530,
 Thurs 0800-1530 & 1300-1530,
 Fri 0930-1130
Recruits: Mon 0730-1130,
Tues-Wed 0730-1200,
Fri 0730-0930

Fax 6530

Servicing Personnel
Office Section (spo)
 Section Chief 6228
 SPO YNCS

Supervisor/Auditor 6439

Yeoman Extensions 6241
 6828
 6440
 6441

Fax: 6850

Transportation Section (spt)
 HHG Shipments & GTRs
 Mr. Charles Shustack 6330
 Mr. Frank Garcia 6931
 Fax: 6530

ADTRAV
 Peggy 6317
 855-576-4782
 After Hours 855-576-4781

Educational Services Section (eso)
 Educational Services Officer
 Mr. Scott Carey 6724

Housing Branch (sh) 6918
 Branch Chief 6219
 Mr. Louis Bevilacqua
 Housing Yeoman 6917
 Housing DC 6354
 Housing Maintenance
 Supervisor 6355

UPH Section (shb)
 Barracks 6220
 SPO (after hours) 6224
 Supervisor 6975

Security Section (ss)
 Command Security Officer
 (CSO) CWO 6437

Chief of Police 6244
 MEC

Security Office 6915

Officer of the Day 609-780-1346
 (OOD)

Contract Security 6856
 Supervisor, Alutiiq LLC

Main Gate 6225

TRAINING CENTER CAPE MAY – TELEPHONE DIRECTORY

Comptroller Branch (sf)

Comptroller 6927
LCDR

Deputy Comptroller 6307
Mr. Kevin Hurst

Accounting Section (sfa)

Budget Analyst/ 6304
Collection Clerk
Ms. Angela Trafford

Accounting Clerks 6826
6928

Property and Logistics (sfk)

Property Clerk 6936
Shipping and Receiving 6936

Mailroom 6218
Mr. Brian Benson

Purchasing Section (sfp)

Supervisor 6452
SKCM
Contract Specialist
Ms. Shirley Green 6342
Purchasing Agent 6312
Storekeepers: 6308
6874
6334

Child Development Center (sfc)

Director 6921/6920
Ms. Monique Eppes

Galley Section (sfg)

COTR 6934
CSCS

Quality Assurance 6235
CS1

Recruit Mess Deck 6350

Food Service Contractor

Food Service Inc. of Gainesville (FSIG)

managers@fsigcapemay.com

Office 609-898-2138

Kitchen 609-898-2137

Morale, Well-Being and Recreation (MWR) Section (sfm)

Director 6804
Mr. Sean Boone

General Inquiries 6922

Account Technician 6221

FAX 6884

Lucky Bag Locker 6227

Active Duty (& Reservists):

Thursday 1000 – 1300

Auxiliarists:

Thursday 1200 - 1300

Everybody:

2nd & 4th Friday
of the month 0900 - 1100

Community Clubs

Ms. Kim Tomlin 6396

Oceanside 6935

Harborview 6937

Harborview Bar 6359/6397

Club Manager 6320

Chief Petty Officers' Club 6250

TRAINING CENTER CAPE MAY – TELEPHONE DIRECTORY

Facilities Engineering Division (fe)

Division Chief (e) 6400
CDR Jason Biggar

Administrative Assistant 6945
Shannon Ackerman

24-Hr Work order Desk 6945
6946

FE Conference Room 6388
FE Office Spare Desk 6875

Fire Department (efh)
Fire Chief 6950

Mr. Patrick Murphy

Emergency 911 or 6911

Non-emergency 6950

EOW 609-790-1788

Engineering Branch (ee)

Branch Chief 6402
Mr. Robert Caruso

Engineering LT 6406

Mr. Steve McKaig 6408

Civil Engineer (Vacant) 6404

Mr. Predrag Citakovic 6820

Mr. Paul Farnan 6316

Key Control
Mr. Robert Evelyn 6383

Construction Section (eec)

Mr. Stephen Bittner 6405/6943

Mr. Jeffrey Schafer 6407

***Environmental Protection
& Safety Section (eme)***

Mr. Michael Mulvaney 6889

MST 6232

Maintenance Branch (em)

Branch Chief 6401
LT

MEO Administrator 6411
CWO4

General Foreman 6949
Mr. Frank Gibson

Fax 609-898-6947

Quality Assurance
DCC 6409

DC1 6442

Facilities Supervisor 6913
Mr. Frank Itak

Supervisor 6912
Mr. John Woytsek

Motor Pool/Garage 6951
Mr. Jeffrey Adams

Fast Team 6491
Mr. Jerald Garriot

Planner/Estimator 6941
Mr. Jerry Hatch

Supply Coordinator 6955
Mr. Mark Blaesi

FE Office Fax 609-898-6331

FE Shop Fax 609-898-6217

FE Supplies Fax 609-898-6255

FE Garage Fax 609-898-6837

CHC Inc. (Housing Maintenance)

COTR 6355

Mr. Douglas Quinley

CHC Maint. Shop 609-884-2277

609-884-3846

TRAINING CENTER CAPE MAY – TELEPHONE DIRECTORY

Training Division(t)

Division Chief (t)

CDR Christopher Young 6527
 Administrative
 Assistant, SN 6521

Instructional Systems Branch (ti)

Branch Chief 6364
 LCDR
 Instruction and Design Supervisor
 LCDR 6377
 Practical Instruction Supervisor
 LCDR 6819
 Systems Officer 6245
 Mr. Matt Smith
 ISB Office 6517

PE/Gym Section (tig) 6973/6516
 Section Chief 6487
 ASTC

Design Section (tid) 6528
 Mr. Steve Whitehead 6477
 Vacant 6249

Evaluation Section

Data Specialist 6815
 Mr. Dave Wessel

Practical Instruction Section (tip)

Section Chief 6904
 CWO
 Assistant
 BMC 6509
 Seamanship Instructors 6550/6446
 Fire School Instructors 6526 Goff Hall
 Fax 6322

Recruiter School Section (tir)

Section Chief 6361
 OSC
 Instructor 6505

Marksmanship Section (tim)

Section Chief 6233
 GMC
 Armory (Geoff Hall) 6508
 6507
 6903

Learning Resource Center

Vacant 6360

TRAINING CENTER CAPE MAY – TELEPHONE DIRECTORY
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Military Indoctrination Branch (tm)

Regimental Officer CDR	6968
Battalion Officer LT	6715
Battalion Commander Master Chief	6543
Mr. Tom Dougherty	6539

Training Duty Officer 609-374-4388

Section Commanders

Healy Hall	6537
James Hall	6270
Munro Hall	6778
Sexton Hall	6533
Special Training Company	6538

<i>Company Commander (CC) School</i>	6589	Munro Hall
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<i>DEPOT (tmr) (Direct Entry Petty Officer Training)</i>	6970	Munro Hall
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<i>Ceremonial Section (tmc)</i>		James Hall
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Bandmaster MUC Edward Burke	6599
Drillmaster	6765
Seaman	6553

Sexton Hall Staff	6971/6504
Sexton Hall Classroom	6311
Discharge Hold (DHE)	6971
Regimental Hold (RHE)	6792
Regiment Fax	6876

Recruit Barracks Quarterdeck Extensions

Healy Hall MD	6701
Healy Hall 01	6702
Healy Hall 02	6703
James Hall MD	6547
James Hall 01	6541
James Hall 02	6535
Munro Hall MD	N/A
Munro Hall 01	6503
Munro Hall 02	N/A
Sexton Hall MD	6971

Master Chief Petty Officer Hall Classrooms

MCPO Smith Room	6279
MCPO Calhoun Room	6301

Recruit Personnel Section (tmh)

Section Chief	6941
YNCS	
Recruit PERSRU	6718
Auditors (YN1s)	6511
	6410
Entire Office	6570
Company Yeomen	6569
	6665
	6568
	6257
	6284
	6279
	6799
	6794
	6464

Medical Division (k)

Division Chief (k)	6567	APO (Medical)	609-780-1792
CAPT Alicia Vantran		Athletic Trainers	6892
		Ms. Felicia Amaral	
		Ms. Sherilyn Neri	
		Mon-Fri 0630-1500	
Clinic Main Number:	609-898-6959	Medical Repair	6433/6448
(Must dial the entire number)		Technicians	
Dental Appointments	#1	Eye Clinic	6607
Medical Appointments	#2	Ms. Kelly McCabe	
Physicals Department	#3	Patient Unit Ward	6964/6036
Outpatient Front Desk	#4	Laboratory	6608/6285
Optometry Department	#5	Ms. Patricia Ruban, MT	
Patient Affairs Department	#6	Mon, Tues, Thurs, Fri 0700-1130 and 1300-1430,	
Pharmacy	#7	Wed - closed for recruit processing.	
Physical Therapy	#8	Medical Board	6247
Ward	#9	Medical Records	6867
		Physical Exams	6286
		Physical Therapy	6864/6827
		LT	
<u>Administrative Branch (ka)</u>		Preventive Medicine	6463
Branch Chief	6860	Ward Supervisor	6368
Clinic Supervisor	6277	Mr. Jason Graham	
HSCM		Supply	6956/6866
Medical Billing &		Radiology	6982
Patient Affairs			
Ms. Susan Schanz	6966/65	Pharmacy Section (kp)	
Fax	6962	Pharmacy	6863/6027
Recruit Records	6210/6069	Executive	6246
		LCDR	
		Pharmacy Hours: Monday through Friday: 0700-	
		1130 and 1300 through 1530. Tuesday – closed	
		from 1400 until 1530 for training.	
		The call-in refill system is mandatory for	
		requesting refills on prescriptions originally filed.	
		Dial 898-6748 (24/7). The medications will be	
		ready after 0900 the next business day.	
<u>Dental Branch (kd)</u>			
Front Desk	6960		
Ms. Rene Santori			
Senior Executive	6603		
CAPT			
Deputy Executive	6349		
CAPT			
Dental HSC	6868		
<u>Medical Branch (km)</u>			
Front Desk	6610/11		
Senior Executive	6463		
CDR			
Health Services Admin	6860		
LT			
Medical HSC	6253		

TENANT COMMANDS

All Numbers are (609) 898-xxxx, unless otherwise listed.

AIDS TO NAVIGATION TEAM 6987

Officer in Charge 6427
 BMCS
 Executive Petty Officer 6830
 BM1
 FAX 6818

COAST GUARD

EXCHANGE SYSTEM (CGX) 6940

Manager 6940
 Mr. Kevin. Carroll
 Assistant Manager 6940
 Ms. Margie Egan-Picone
 FAX 609-898-6846

CG INVESTIGATIVE SERVICES (CGIS)

6999

FAX 6358

ELECTRONIC SUPPORT DETACHMENT (ESD)

**IT Shop / Centralized Service Desk:
 1-855-CGFIXIT (1-855-243-4948)**

ET Shop 6737
 After hours 609-780-4549
 ET Division Chief 6983
 IT Division Chief 6338
 ESD Supervisor 6779

INDUSTRIAL PRODUCTION

DETACHMENT (IPD) 6726

ISD Supervisor 609-898-6726
 Mr. Don Austin
 Supply Tech 609-898-6727
 ISD Shop 609-898-6984/6831
 FAX 609-898-6823

MAINTENANCE AUGMENTATION TEAM (MAT) 6252

STATION CAPE MAY 6995

Commanding Officer
 LT 6995/6996
 Executive Petty Officer
 BMC 6752
 Commercial Number 609-884-1700
 609-884-1708

UNIFORM DISTRIBUTION

CENTER (UDC) 6744

Cape May 609-898-6744/46
 Supervisor, CWO 609-898-6796

UDC Woodbine

414 Madison Avenue, Woodbine, NJ 08260
 Supervisor 609-861-7900
 Mr. Chris Moulton

Over the Counter Sales (Woodbine):

Mon-Thurs 0800-1430, Friday 0800-1130
 Please call ahead to confirm hours

Phone Sales:

Mon-Thurs 0800-1430; Fri 0800-1130
 Toll Free Uniform Order 800-874-6841
 Order line (609) 861-1221 Fax: (609) 861-7930

TRAINING CENTER CAPE MAY – TELEPHONE DIRECTORY

(FAST-RESPONSE CUTTERS...)

USCGC ANGELA MCSHAN 6587

(WPC-1135)
 Secondary 6806
 Alternate 6801

USCGC ROLLIN-FRITCH 6991

(WPC-1119)
 Commanding Officer 305-363-9399
 LT (LCDR)
 Executive Officer 305-363-9411
 OOD Cell 215-776-5665
 Underway (Sat Phone) 609-257-4305

USCGC LAWRENCE LAWSON 6800

(WPC-1120)
 Commanding Officer 6990
 LT (LCDR) 267-606-3381
 Executive Officer 267-606-3714
 Duty Cell 267-606-3512

(87' PATROL BOATS...)

USCGC BONITO 6993

(WPB-87341)
 Officer in Charge 6272
 BMCS (BMCM) 609-780-0396
 Executive Petty Officer 6208
 Cutter OOD 609-224-7685

USCGC HAMMERHEAD 6870

(WPB-87302)
 Officer in Charge
 BMCS (BMCM) 6378
 Executive Petty Officer
 BM1 6450
 EPO 6403

USCGC SHEARWATER 6972

(WPB-87349)
 Officer in Charge 6370
 BMCS (BMCM)
 Executive Petty Officer
 BM1 6772
 EPO, MKC 6422

VISITING SHIPS

Pier Four Only 6994

VBST (Vessel Boat & Safety Team)

MECS 6482

WORK LIFE STAFF (wl) 6882

Family Advocacy Specialist 6925
 Ms. Charlene DiPeri
 Sexual Assault Response Coordinator 6451
 Ms. Shari Freeman
 Family Resource Specialist 6885
 Ombudsman Coordinator
 Ms. Timika Connor
 Employee Assistance (EAP) Coordinator 6731
 Mr. Lee Green
 Child Development Services Specialist 6384
 Ms. Valanda Weston
 Financial Management 6886
 Ms. Sarah Rohrer
 Substance Abuse Prevention Specialist 6924
 Substance Abuse Prevention
 Support Line: (757) 628-4329

OTHER AREA COMMANDS

AIR STATION ATLANTIC CITY

International Airport, NJ 08405-0001

Commanding Officer 609-677-2003

Executive Officer 609-677-2004

Command Assistant 609-677-2002

SECTOR FIELD OFFICE

ATLANTIC CITY

Supervisor, 609-677-2183

Bldg. 351, FAA Tech Center

International Airport, NJ 08405-0001

STATION ATLANTIC CITY

900 Beach Thorofare

Atlantic City, NJ 08401

Commanding Officer 609-344-6595

Executive Petty Officer 609-344-6594

IN CASE OF BOMB THREAT

Date: ___ / ___ / ___ Time: _____ Length of call: _____

Number at which call is received: _____ Double or single ring? _____

Gender of caller: _____ Race: _____ Age: _____

Remain calm, be courteous, listen. Do not interrupt the caller. Attempt to keep the caller on the line for as long as possible. If possible get the attention of a supervisor or co-worker by hand signal or written note. Report the call as soon as possible to the OOD at 609-780-1346.

Questions to ask:

- 1. When is the bomb going to explode?
- 2. Where is it right now?
- 3. What does it look like?
- 4. What kind of bomb is it?
- 5. What will cause it to explode?
- 6. Did you place the bomb?
- 7. Why?
- 8. What is your name?

Exact wording of threat

Caller's Voice:

- | | | |
|------------------|-----------------------|-----------------|
| _____ Calm | _____ Raspy | _____ Familiar |
| _____ Angry | _____ Deep | _____ Whispered |
| _____ Excited | _____ Ragged | _____ Slow |
| _____ Normal | _____ Clearing throat | _____ Rapid |
| _____ Distinct | _____ Deep breathing | _____ Soft |
| _____ Slurred | _____ Cracking voice | _____ Loud |
| _____ Nasal | _____ Disguised | _____ Laughter |
| _____ Stuttering | _____ Muffled | _____ Crying |
| _____ Lisp | _____ Accent | |

Background Sounds

- | | | |
|---------------------|------------------------|---------------------|
| _____ Street noises | _____ House noises | _____ Static |
| _____ Dishes | _____ Motors | _____ Local |
| _____ Voices | _____ Office Machinery | _____ Long distance |
| _____ PA system | _____ Animal noises | _____ Phone booth |
| _____ Music | _____ Clear | |

Threat Language

- | | | |
|---------------------|------------------|------------------------|
| _____ Well Spoken | _____ Irrational | _____ Taped |
| _____ Inarticulate | _____ Incoherent | _____ Sounded scripted |
| _____ Foul language | | |

Remarks: _____

FREQUENTLY CALLED NUMBERS

EMERGENCY 911

All numbers (including 911) may be reached by dialing (609) 898-6xxx
From a cell phone or from any phone outside the base

Administration Office	6337	Medical Front Desk	6610/6611
ADTRAV	6317	MWR	6922
Ambulance	911	Oceanside Club (kitchen)	6935
ANT Team	6987	OOD (TRACEN)	609-780-1346
Barber /Beauty Shop	6939	Pharmacy	6748
Base Status	6700	Port Services	6952
Command Master Chief	6923	Public Affairs	6362
CGX Marketplace	6346/6940	Security	6915
Chapel	6974	SPO	6228
Child Development Center	6921	Station Cape May	6996
Clinic (Appointments)	6610/6611	Substance Abuse	6924
Civil Rights	6919	Specialist	
CG Investigative Service	6999	Tailor Shop	6906
Commanding Officer	6901	Transportation	6931
CPO Club	6250	Training Duty Officer	609-374-4388
Dental Front Desk	6960/6602	UPH/Barracks	6220
Enviro Protection/Safety	6889	USCGC	
EOW (Engineer of Watch)	609-790-1788	ANGELA MCSHAN	6587
Exchange	6940	BONITO	6993
Facilities Engineering	6945	HAMMERHEAD	6870
Work Order Desk	6945	LAWRENCE LAWSON	6800
Family Advocacy	6925	ROLLIN FRITCH	6991
Fire (Emergency)	911	SHEARWATER	6972
Firehouse	6950	VBST	6482
Garage Shop	6951	Ward (Medical)	6964
GSK	6936	Work-Life	6882
Gymnasium	6973		
Harborview Club	6937	ALL Cape May Commands:	
Health Benefits Advisor	6966	Phone Directory	6900
Household Goods/GTRs	6931	Delayed Openings, etc.	6700
Housing Office	6917/6918		
Housing Maintenance	609-884-2277	Radio Stations	
I.D. Office	6340	WCZT 98.7 FM Villas	
Laundry	6306	WZXL 100.7 FM Wildwood	
Legal Office	6902	WMGM 103.7 FM Linwood	
Lucky Bag	6227	WAIV 105.5 FM CMCH	
Mailroom	6218	WCMC 1230 AM Wildwood	
Main Gate	6225		

TRACEN OMBUDSMAN

Mrs. Lacey Milligan

ombudsmantracencm@gmail.com

TRAINING CENTER CAPE MAY – TELEPHONE DIRECTORY

<u>LOCATION</u>	<u>DAY(S)</u>	<u>TIMES</u>	<u>PHONE</u>
BARBER SHOP	TUE-FRI:	0800 - 1600	6939
LUCKY BAG (Active Duty) (CG Auxiliary)	THU 2 nd & 4 th FRI	1000 - 1300 0900 - 1100	6227
MWR OFFICE	MON-FRI	0800 - 1600	6922
POST OFFICE	MON-FRI	1100 - 1230	N/A
TAILOR SHOP	MON, WED - FRI	0900-1200, 1230-1400	6906
UDC CAPE MAY	Recruits Only as of 2018		6744
UDC WOODBINE	MON-THURS FRI	0800 - 1430 0800 - 1130	(800) 874-6841
CGX Marketplace	MON-FRI: SAT: SUN:	0900 - 1730 0900 - 1700 0900 - 1600	6346
GYM	MON-FRI SAT: SUN: HOLIDAYS:	0530 – 2100 0800 – 1800 0800 – 1800 As published	6973
POOL - Open Swim	MON-FRI SAT	1800 – 2030 1230 – 1730	6973
POOL - Lap Swim	MON-FRI MON-FRI	0645 – 0745 1130 – 1300 (Active Duty)	
POOL	SUN: HOLIDAYS:	Closed As published	

GUARDIAN OF THE SEA CHAPEL: 6974

Protestant Service: Sunday 0815

Catholic Mass: Sunday 1000 & Mon – Thurs 1100 - 1130

GALLEY: 609-898-6235/6934

Monday through Saturday

Breakfast: 0630 - 0745

Lunch: 1130 - 1300

Dinner: 1630 - 1730

Sunday

Brunch: 0900 - 1300

Dinner: 1630 - 1730

HARBORVIEW (All Hands) CLUB: 6937

Kitchen:

Tuesday - Friday 1700 to 2100 & Saturday: 1830 to 2200

Tuesday Burger Day and Wednesday Lunch: 1100 to 1300

Closed Sunday and Monday

Bar:

Tuesday - Friday 1630 to 2200 & Saturday 1830 to 2300

Closed Sunday and Monday

TRAINING CENTER CAPE MAY – TELEPHONE DIRECTORY

ADMIN/TRANSPORTATION
NOTES/OFFICE HOURS

Our job in the Transportation Office is to help you make an informed decision about your upcoming move. Remember, it normally takes 2 weeks from the day you come in to schedule your move. To schedule a move, we need a signed copy of your Orders. If you are scheduled to transfer this season, help us to provide you with the best service possible this season by taking a few advance steps.

First, DO YOUR HOMEWORK. The Transportation Office has material designed to help you prepare for your move. Take advantage of this material and read it. If you cannot make it into our office, the material is available on the Ft. Dix transportation web site. Do a GOOGLE search for: *JPPSO-NEW JERSEY, FORT DIX*.

Next, if you are going to be TDY or underway, obtain a POWER OF ATTORNEY so that your spouse can schedule your move. A Power of Attorney may be obtained at the TRACEN Legal Office.

Finally, be pro-active. When you are notified of your Orders, complete your departing PCS worksheet so that your Orders may be processed in a timely manner and the scheduling process for your move can begin. Remember, if you need to schedule flights or the Alaska-Marine Highway (Ferry), you need to schedule early to ensure passage and for better rates.

hoursRAV: **6317**

MONDAY - THURSDAY	0730-1130	1230-1600
FRIDAY	0700-1130	1230-1530

TRANSPORTATION/HOUSEHOLD GOODS: **6330/6931**

MONDAY	0700-1130	1230-1700
TUESDAY	0700-1130	<i>RECRUIT PPM (1430-1630 or finished)</i>
WEDNESDAY	<i>ADMIN</i>	<i>RECRUIT GBLs (1330-1530 or finished)</i>
THURSDAY	0700-1130	1230-1700
FRIDAY	0700-1130	1230-1600

ADMIN – ID CARDS: **6337**

MONDAY	-	1300-1500
TUESDAY	-	-
WEDNESDAY	-	-
THURSDAY	0800-1130	1300-1530
FRIDAY	0930-1130	-