

DEPLOYMENT

Arriving at Washington Dulles International

All personnel required to process through the USACE Deployment Center (UDC) will arrive and depart via the Washington (Dulles) International Airport and/or ground transportation provided by your local Carlson Wagonlitt Travel Office.

Once your travel itinerary is confirmed and your arrival time at Dulles is finalized, your information will be sent to a local limo service that will transport you from the airport to your hotel in Winchester. Please confirm your pick-up at Dulles by calling 888-436-5466 or 800-622-6990 toll free.

Upon arrival, you will be met in your baggage claim area by a limo driver who will take you to the hotel. The driver will display a sign with a red USACE castle. You will have to pay for the limo service; the price ranges from \$75 to \$100. You can pay with a government credit card, personal credit card or cash. This is a reimbursable expense.

If your flight arrangements change or delays occur, please notify the limo service at the numbers listed above.

If you miss the limo service at Dulles, a taxi can be taken from the airport to your hotel in Winchester. The driver will accept credit cards or cash, but not personnel checks.

Arriving in Winchester

As part of your pre-deployment processing you will be given your hotel reservations. The limo driver will take you to your hotel in Winchester. It is your responsibility to pay for the hotel, but you will be reimbursed when you file your travel voucher. Your hotel cost will be approximately \$60.00 per night plus tax. You can use your government or personal credit card or cash to pay for your lodging. Upon arrival you are released until Monday morning.

Deployment Center Training

The day after arrival you will start your deployment training. At approximately 0730 hours you will be picked up at your hotel lobby by the Deployment Center driver who will transport you to the Deployment Center. The Deployment Center vehicle will be identified by a USACE EOC sign on the door.

All deploying personnel must take the van to the Deployment Center. In certain cases and with proper prior coordination local personnel will be allowed to travel to the UDC using their private vehicles.

The UDC vans will also take deployees to and from lunch and back to the hotels in the evening. This routine will be followed until the UDC training is completed and you are ready to deploy.

On the day of your departure day you will be taken to Dulles International by the UDC Drivers along with the rest of the group.

Missed Training

Missing any of the mandatory training will disqualify you from deployment until the training is made up during the following weeks cycle. It is the individuals responsibility to be in the designated place at the required time.

The UDC training schedule is designed for group training, and is not tailored to meet individual requirements. Please ensure you take care of any personal needs prior to arrival at the UDC (wills, power of attorney, medical, etc...).

Making up training can delay your departure because of the tight training schedule, weekly training, and the inability to reschedule training on short notice. Once training is made up, individual is taken off non-deployable status and UDC reschedules a flight out for the person.

Transportation

All flights going downrange will leave out of Washington Dulles. In rare occasions Military Air out of Baltimore-Washington International (BWI) will have to be utilized. UDC drivers will transport all deployees to the airport along with all of their gear.

Personnel deploying to Iraq will fly into Kuwait where they will be manifested on a flight to their final destination in Iraq.

Personnel deploying to Afghanistan, will fly either through Kuwait or Bishkek, Kyrgyzstan, where they will be manifested on a flight to Afghanistan.

RE-DEPLOYMENT

IMPORTANT: You **MUST** complete the Post Deployment Health Assessment (DD Form 2796) electronically prior to leaving your deployed location and redeploying through the UDC. **Instructions.**

When

Redeployment processing will be conducted Tuesday through Friday each week. Out-processing will start on at 8:00 a.m. in the UDC. The UDC is closed on federal holidays.

What Happens During Your Redeployment Processing

During the UDC portion of out-processing, you will receive a medical screening which will include a Tuberculosis skin test and blood sample. (Drink plenty of water and avoid alcohol and coffee prior to your redeployment at the UDC because they can dehydrate you and delay or prevent us from drawing your blood.) You will also be briefed on the **DoD Post-Deployment Health Reassessment Program** using the **DD Form 2900**. You will turn in your uniforms and TA-50 gear; you will be issued a new Civilian Access Card (CAC) if needed.