

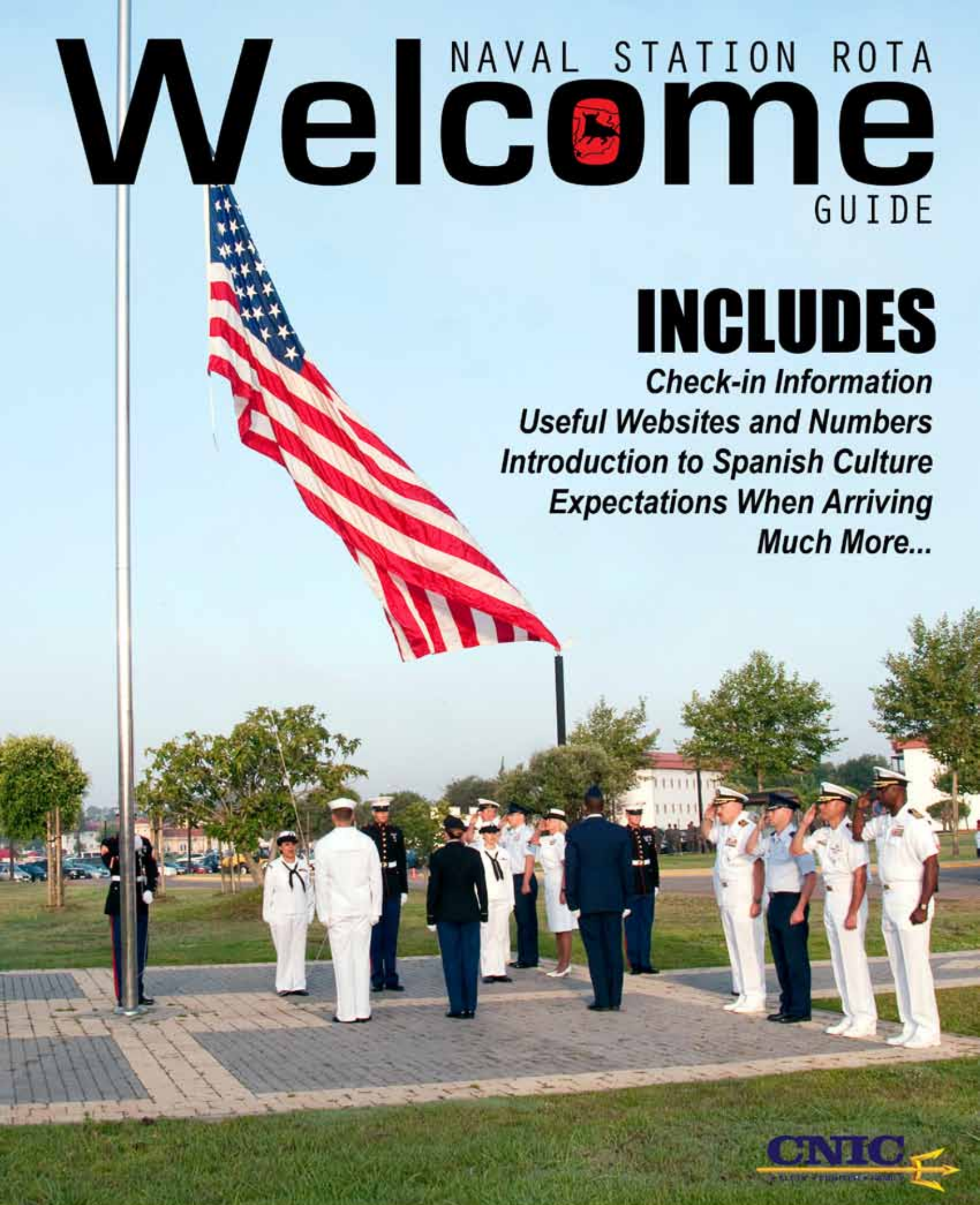
WELCOME

NAVAL STATION ROTA

GUIDE

INCLUDES

Check-in Information
Useful Websites and Numbers
Introduction to Spanish Culture
Expectations When Arriving
Much More...



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Your Guide to Naval Station Rota

Welcome to U.S. Naval Station Rota, Spain, the “Gateway to the Mediterranean.” Naval Station Rota is located on Basé Naval de Rota, a Spanish Naval Base on the southwest coast of the beautiful country of Spain, adjacent to the cities of Rota and El Puerto de Santa María.

A tour of duty here offers service members and their families a variety of things to see and do throughout Spain and Europe. Whether you come here with your family or you are single, there are countless opportunities for travel, education, and personal and professional growth.

Whether you are assigned to Naval Station Rota or one of the more than 40 tenant commands, you will have the opportunity to be part of a vibrant and knowledgeable team.

We are a multi-service naval installation focused on providing the best operational and logistic support to warfighters, be they Navy, Air Force, Army, Marine Corps or our allies.

The opportunity to live overseas is thrilling, but it can also cause some anxiety as you will be faced with some unique and sometimes unexpected challenges. We created this guide to answer many of the questions you may have about your new home, as well as to help provide a smooth transition here.

We encourage you to make early and frequent contact with your

sponsor as he or she can find answers to your detailed questions and walk you through the transition process.

Be prepared, be organized, but mostly be excited about the journey and wonderful experiences ahead!



Spanish Food and Culture

Arriving in a new country is never easy. Every culture has its own traditions and way of doing things, that as a newcomer, you will be largely unaware of and perhaps even surprised by. It is best to remember that surviving and thriving in your new overseas duty station has a lot to do with your mindset and acceptance of the change. If you keep an open mind and are prepared to be flexible, you will have an easier time acclimating to your new overseas duty station.

The country of Spain is an interesting mix of the old world and the new and affords a wealth of cultural experiences but, like any foreign country, it is not without its differences. That is why it is best to understand a few cultural tips before setting foot outside the gate. First, Spaniards tend to be more conservative in their dress and more affectionate in their greetings than Americans are typically used to. Blending in means dressing a little nicer for an evening out and becoming familiar with local greetings. Spaniards are affectionate people and it is not unusual to receive a kiss on each cheek from people you have never met before.

When dining out it is important to know that, except in a few local restaurants,

It is also worth mentioning that just like in the United States, Spain has differing accents and colloquialisms depending on where you are living or visiting. In Andalucía, although the language is Spanish, the accent is different than what you'll find outside the region. So brush up on your high school Spanish or learn a few



Spanish meal times differ greatly than in the U. S. In Spain, a typical Spanish lunch begins around 2 p.m. and can last until 4 p.m. while most restaurants don't open for dinner until 8 p.m. and, on weekends and during summer months, can be very busy until well after 11 p.m. The summer months are particularly busy during those peak hours as restaurants set up outdoor seating areas allowing customers to take advantage of the beautiful weather and late sunsets.

One of the things that many Americans struggle with when they first arrive is the pace of life that greets them in Spain. Used to the frenetic comings and goings in the U.S., the laid-back attitude that greets newcomers can be both unexpected and, at times, upsetting. You will eventually adjust but be aware that things have their own rhythm here. For instance, the Spanish system still honors "siesta hours", which are generally between 2 and 5 p.m. each day. This means that between those hours most shops and restaurants will be closed except for some of the bigger shopping centers.



words before arriving and prepare to learn new words and phrases to add to your linguistic experience.

In the end, the best advice is to be flexible and learn to laugh at yourself. Embrace it, celebrate and enjoy life as the Spaniards do and be prepared to immerse yourself in the beauty and color of Spain.

Naval Station Rota was established in 1953, following the signing of an agreement between the United States and Kingdom of Spain. The agreement required two years of surveys, negotiations and planning which led to a base ground breaking in 1955.



About Naval Station Rota

Rota Naval Base was constructed under the technical supervision of the Navy's Bureau of Yards and Docks. Some 10,000 concrete tetrapods, resembling large jacks, were carefully placed to provide a seawall to protect a large artificial harbor.

Naval Station Rota is located on the Bay of Cádiz between the towns of Rota and El Puerto de Santa María. Four entry gates - Rota, Jerez de la Frontera, El Puerto de Santa Maria, and Fuentebravia are operated by Spanish security forces. Security inside the base is provided by both Spanish and U.S. Navy security teams.

Basé Naval de Rota is owned by the Spanish government and commanded by a Spanish admiral. U.S. personnel are guests and should act accordingly. That said, the U.S. and Spanish navies work well together and share many facilities under the guidance of the Agreement on Defense Cooperation (ADC).

The Commander, U.S. Naval Activities (COMNAVACT) Spain is headquartered in Rota and serves as the area coordinator for all U.S. Naval Activities ashore in Spain and Portugal. COMNAVACT Spain also serves as the commanding officer of Naval Station Rota. The commander reports directly to Commander, Navy Region Europe, Africa and Southwest Asia (EURAFSWA), located in Naples, Italy.

Enabling Naval Station Rota to accomplish its mission are the people. The approximately 6,000 U.S. service members, DoD civilians and their families provide unparalleled support, innovation and effort to provide quality service and support to the European theater. The base population is comprised of approximately 2,600 active duty service members, 2,000 dependents and 500 civilians. Approximately 200 military retired personnel reside in the local area and are supported by facilities and services located on Naval Station Rota.

The U.S. Navy is responsible for maintaining the station's infrastructure, including a 670-acre airfield, three active piers, 400 facilities and approximately 388 family housing units.



The 6,100-acre Spanish-owned installation provides vital support to units transiting in or through the Mediterranean theater of operations.

Naval Station Rota provides support for U.S. and NATO ships, supports the safe and efficient movement of U.S. Navy and U.S. Air Force flights and passengers, and provides cargo, fuel and ammunition to units in the region.

Naval Station Rota is the only base in the European theater capable of supporting Amphibious Ready Group (ARG) post-deployment wash-downs. The base port also offers secure, pier-side maintenance and backload facilities. Naval Station Rota also supports ARG turnovers and hosts Sailors and Marines from visiting afloat units.

The base provides quality of life support to Morón Air Base and National Support Elements in Madrid and Valencia, Spain and Lisbon, Portugal. Rota also supports operations within the European theater.

Force Protection

Living and working overseas carries force protection considerations beyond those that have become a part of daily life in the U.S.

Violent crime is rare in Andalucía, though petty crime is more common than similar sized towns in the U.S. Visitors are encouraged to use common sense by locking doors, watching out for strangers, keeping items out of sight in vehicles and protecting their purses and wallets.

Commander, U.S. Naval Activities Spain is responsible for the force protection of all DoD members, including tenant activities and departments throughout Spain and Portugal.

As part of your overseas screening, you and your family members must complete Level I force protection training. Newly arriving personnel will receive a refresher brief during the Intercultural Relations Course (ICR), as well as a local law enforcement brief. These informative briefs are open to military spouses, DoD civilians and their spouses. The instructor will address issues concerning travel both in and out of Spain.

Before Arriving

Sponsors

Your sponsor will help to make your move as smooth as possible. Sponsors typically help make temporary lodging arrangements, answer questions and provide useful information for your transition overseas.

It is your responsibility to communicate with your sponsor to let him or her know your needs and arrival date. If you do not know who your sponsor is, call the NAVSTA Admin Office at DSN 727-3129 or contact the email address listed on your orders.

Passports

Military members of the U.S. Armed Forces on orders to Spain are not required to have a passport, but they are strongly recommended. They may enter and depart Spanish territory without passports upon presentation of official DoD orders and a DoD military I.D. card (DD-2). However, travel to countries outside of Spain and many hotels, require a passport.

Civilians and all family members, regardless of age, assigned to Spain must be in possession of a valid, "no-fee" passport. There is no need to obtain a Spanish visa. No-fee passports are guaranteed to be valid while traveling on official orders only. For this reason, family members or civilians planning to make personal trips are highly encouraged to obtain a tourist passport prior to arriving in Spain.

Family members will be issued a Spanish I.D. card by Security and will be recognized base-wide as command sponsored.

The Spanish government requires an NIE number for all service members, NATO and NSE personnel to rent housing, open checking accounts, hook up utilities and live on the economy. NATO personnel are required to have a no-fee passport prior to arrival in Spain when assigned to duty in Valencia or Madrid because of duty requirements. All personnel assigned to NATO/NSE must live in town at these locations.

You will be required to show your passport when you spend the night at a hotel or hostel anywhere in Europe. This is standard practice. No-fee passports are processed by PSD Rota and tourist passports are processed by Base Admin (Bldg. 1) but that service is not guaranteed. We strongly recommend you obtain your tourist passport before arriving in Spain.

If you apply for a tourist passport or renew your passport while in Spain, you must present proof of U.S. citizenship (copy of a passport or original birth certificate), copy of military IDs, passport photo (no more than 6 months old), copy of the no-fee passport if one was issued, and a money order. It generally takes four to six weeks to receive a new passport.

Required Documents

Family members of military personnel: no-fee passport (visa not required), copy of sponsor's assignment orders, DoD family member I.D. card.

Family members of civilian



component members: No-fee passport (visa not required), copy of sponsor's assignment orders, DoD family member I.D. card, certificate proving their status as a family member issued by a U.S. Personnel Center (see Foreign Clearance Guide DoD 4500.54-G for Spain).

Note: If the family name of a minor dependent is different, proper adoption papers, custody document or certificate of relationship to sponsor is required.

Powers of Attorney

A power of attorney may be useful or necessary, especially if the service member will be absent from home for extended periods of time. A power of attorney may be tailored and limited to fit your particular needs, enabling the grantee (usually the spouse or a trusted friend) to act on behalf of the service member. The legal office recommends obtaining a power of attorney prior to arriving in Spain.

If you need a power of attorney before transferring or deploying, contact the Legal Assistance Office at 727-2531. All notarizations require presentation of two forms of identification.

Preparing Financially

Relocating costs money, much of it up front. Though you will be reimbursed for many of these expenses, plan on saving between \$4,000 and \$6,000 for the move. For many, that means starting a savings account early. Some anticipated costs include meals, taxi fares, hotels, rental car fees, both prior to leaving the U.S. and upon your arrival in Spain; dining out expenses while waiting for permanent housing; rent deposits, first month's rent (advance pay is an option but that will mean another debt); purchase of a vehicle if you did not ship one or need a second; vehicle insurance (most companies require a year's premium up front); car registration fees; utility hook-up fees; and renter's insurance, which is recommended





for all personnel, living in government quarters, accompanied and unaccompanied, on or off-base.

In general, expect rooms to be small, both on and off base, with narrow doorways and limited storage, so select your household goods items carefully before shipping. You do have the option to store items Stateside in long-term storage for the duration of your overseas tour. King-sized beds, can greatly limit available housing options. With that in mind, homes can range in size depending on where you want to live and what housing you qualify for.

Upon receiving Your Letter of Intent (LOI) to come to Rota, military members and their dependents must complete the medical and dental screening. Once the overseas screening is completed, you will receive PCS orders. Ensure a copy of the screening is hand-carried, as it is required to complete the base check-in procedure. Be advised that dependents must be reviewed again and approved by Naval Hospital Rota upon arrival in order to obtain command sponsorship.

Medical Requirements

Overseas Screenings

You and your family are required to undergo an overseas medical and dental screening upon receipt of a letter of intent to transfer to an overseas location. Active duty members must complete the screening within 30 days and dependents must complete the screening within 60 days. Overseas screening packet contains the forms NAVMED 1300.1 series and DD Form 2807-1 as well as DD Form 2792-1 for children. Detailed guidance on the screening process is found in BUMEDINST 1300.2B series. The screening must be completed at your current medical treatment facility (MTF).

During the screening, inform the medical screener of any chronic health problems requiring long-term or specialized treatment. This information is essential to determine whether the overseas medical treatment facility has the capability of providing follow-up care for these conditions. Failure to divulge this information can adversely impact your health and the well-being of your family members and can result in exacerbation of a condition or a possible early return. Additionally, such failure may result in the early return of your family

members at your expense and may subject you to charges under the Uniform Code of Military Justice.

If you are pregnant, you must arrive at your ultimate duty station prior to your 29th week of pregnancy. If you are more than 29 weeks pregnant, you and your newborn must be screened at your current command for overseas suitability six weeks after delivery. If you or your family member has recently been hospitalized, a complete medical/dental record of all examinations and treatment pertaining to the hospitalization must be provided to the screening physician. If there are any questions on the availability of medical care in Rota, the screening medical/dental officer should contact the Overseas Screening Office, U.S. Naval Hospital, Rota at DSN 727-3554 or commercial 001-34-956-82-3554.

Immunizations for Spain

For you and your family's health protection, certain immunizations are required. These are to be received at your command prior to detachment as part of your overseas screening process. Please speak with your overseas screening coordinator to ensure you have all the vaccinations necessary prior to arriving in Spain.

Exceptional Family Member Program (EFMP)

The EFMP has evolved to include the identification and enrollment of all family members with special needs (i.e. asthma, attention deficit disorder, sleep apnea, psychological, etc.) at overseas and continental United States locations. It is Department of the Navy policy to ensure Navy families with exceptional family members (EFMs) are only assigned to areas where their medical and educational needs can be met.

The EFMP is a tool for detailers to place the service member in an area to suit the educational and medical needs of the dependents while ensuring the service member can accomplish career progression and promotions. Families already enrolled in EFMP must update their EFMP status with their primary care provider 12 months prior to negotiating for orders (PERS-451). Please advise the command sponsor and detailer if there are any

special education or medical needs prior to arriving at the new duty station. If a family member is a category I or II, the sponsor should contact the EFMP installation coordinator prior to arriving aboard Naval Station Rota.

The Department of the Navy requires early coordination of early intervention, special education and related services for children with disabilities who are attending, or eligible to attend, Department of Defense Dependent Schools.

Service members requesting overseas assignment with an EFM category III or higher dependent(s) can be sent overseas without their dependent(s) as long as the service member passes his or her overseas screening. Please talk to the command sponsor, detailee, chain of command and primary care provider during the overseas screening process if there are any issues with the overseas screening and EFM identification. Have your sponsor notify the EFMP installation coordinator immediately if any EFM issues should arise. Reference OPNAVINST 1754.2D, MILPERSMAN 1300-700 or BUMEDINST 1300.2A for more information.

What to Bring?

Before you board a plane and make your way to Rota, there are a number of details that you need to know before stepping foot on Spanish soil.

Finding a home typically takes between 14 and 30 days, on or off base, unless you arrive during summer, which can extend the process beyond 45 days. The Housing Service Center (HSC) provides complimentary house-hunting transportation.

HSC will help negotiate rental contracts and explain lease agreements. Whether you plan to live on or off-base, loaner furniture is available for a maximum of 90 days while you are waiting for your household goods shipment to arrive or upon departure after your household goods have been shipped to your next duty station. This includes items such as beds, chests of drawers, couches, tables, chairs and lamps.

Should you move to base quarters and find you have too much furniture, active duty military are entitled to a one-time shipment of the excess back to CONUS within 15 calendar days of receiving

household goods, this does not apply to DoD civilians. This pertains to furniture only and not boxes containing books, clothes or other miscellaneous items. The excess furniture will be packed, crated and shipped to Norfolk, Virginia for non-temporary storage.

You are strongly discouraged from shipping appliances to Rota since the housing office will provide appliances for both on and off-base homes for your entire tour free of charge. This includes dishwashers, refrigerators, stoves, microwaves, freezers, washers and dryers.

Base housing offers American Forces Network (AFN) via a cable TV system that is compatible with American NTSC television signals. You may pick-up an AFN antenna for off-base homes as well, but you are responsible for the installation cost. On-base residents can request to install an antenna capable of receiving Spanish TV signals, but this will require a European or multi-system television that is compatible with the European PAL signals. If you anticipate living off-base, you will need to purchase a European or multi-system television if you would like to view Spanish TV channels. Off-base residents can also receive AFN channels. HSC provides free AFN decoders for off-base residents. Residents are responsible for the purchase of a compatible satellite dish and all cost associated with the installation.

Personal Property

Per article 47 of the Agreement on Defense Cooperation (ADC) between the Kingdom of Spain and United States, personal effects, household goods and one privately owned vehicle (POV) intended for the exclusive use of the member and their dependents must be imported within **six** months of the date of their initial arrival in country to be considered free of all types of Spanish duties.

Household Goods Shipment

It will take approximately 50 to 60 days to receive your personal property from the East Coast of the United States and 60 to 70 from the West. Shipments from Hawaii, Guam and Japan can take 120 to 130 days.

Based on your PCS orders, branch of service, rank, and command assigned, the type of shipments you are eligible for may include the following:

- Privately Owned Vehicle (can be either an automobile or a motorcycle). One per military sponsor on orders to Spain and it must be shipped through your closest Vehicle Processing Center (VPC). A motorcycle is not authorized to be imported as HHG shipment. Note: If assigned to NATO units, contact your NSE for specific details on your motorcycle importation (only NATO personnel are allowed to import two duty free vehicles).
- Personal property to CONUS (designated location due to overseas assignment).
- Household goods to Rota.
- Personal property to non-temporary storage (authorized for the length of your overseas assignment, coordinate with your origin Transportation Office).
- Express (unaccompanied baggage) shipment (limited in weight depending on the branch of service, your rank and number of dependents).
- Professional books, papers and equipment (for military only), when applicable is limited to 2,000 pounds. In addition and when coordinated and approved by your





origin Transportation Office a maximum amount of 500 pounds can be declared for your spouse professional gear.

Express Shipment/ Unaccompanied Baggage (UB)

The express (unaccompanied baggage) shipment should consist of items you will need immediately upon arrival in Rota. Ship these items as soon as possible to ensure they arrive before you do. This shipment usually arrives before the main personal property shipment, depending on when you ship it.

Some of the things you may want to include are linens, pillows, bath towels, baby items such as high chair, bassinet and toys, radio, iron/ironing board, vacuum cleaner, hair dryer, clothing hangers, laundry baskets, area rugs, common household tools, kitchenware, toys, uniforms, extra clothes and shoes (winter/summer), raincoats and umbrellas and mechanical alarm clock to name a few. Transit time from the West Coast of the U.S. is approximately 40 days and from the East Coast approximately 30 days. Be sure you do not exceed your unaccompanied baggage weight limit. You may be liable for excess weight costs.

Firearms

As provided by the Spanish government, shipping of private firearms to Spain is authorized only to active duty military personnel in pay grades of E-5 and above and DoD civilian employees GS-5 and above. When shipping firearms, be sure to have them specifically described on your DD 1299 (Personal Property Shipping application) and on the shipping inventory that packers will prepare, including make, model, caliber and serial number. They must be properly located in the crate or box number one of your shipment.

Once in Spain, firearms must be immediately registered with the Naval Station Rota Security Department. Firearms must be stored in the Security Department armory for the duration of the tour. NAVSTA Rota's security armory is the only authorized storage facility of firearms aboard the installation. All firearms must be registered with Spanish military or Guardia Civil firearms registrars. Members must also apply for a weapons ownership document or "Guia de Pertenencia" upon arrival.

The types and quantities of firearms that eligible personnel may ship to Spain are limited to the following:

- Handguns (maximum): one
- Big game rifles (maximum): five
- Shotguns, .22 cal. rifles (maximum): six
- High powered pellet guns and cross bows or combination thereof (maximum): 12
- Pellet rifles/pistols (semiautomatic firing, maximum): six
- Pellet rifles/pistols (single shot): unlimited

While it is possible to ship firearms to Spain, one should consider leaving firearms in storage in the U.S., as there are few public gun ranges in the local area. Hunters must obtain licenses (in Spanish) and permission from landowners before shooting on private property in Spain, which can be difficult to obtain.



Note: If assigned to NATO units, contact your NSE for specific details on your firearms importation. NATO personnel must request approval in advance to be registered.

Arriving in Rota

Get ready and rest up for a long flight overseas. Making connections, clearing customs and tracking luggage becomes arduous when packed into a couple of days.

That is why good preparation will make the flight easier. Ensure all luggage has identification tags (but do not use rank/rate or any other military markers) and if traveling with infants or young children, make sure to have extra diapers and toys on hand to keep them occupied.

The Flight

The majority of incoming personnel will take Patriot Express (CAT-B or Rotator) flights for permanent change of station and temporarily additional duty personnel from the continental United States to the various bases around the world.

Once the service member completes his/her passenger reservation request through their local PSD office or CPC, the request is sent to the Navy Passenger Travel Office where the mode of travel will be determined.

Defense Transportation Regulation (DTR) 4500.9R states the Patriot Express should be utilized to the maximum extent possible. The regulation goes on to state the only exception will be non-availability of AMC scheduled airlift to meet a member's requirements, such as pet space limitations.

If you arrive at Jerez and your sponsor is not there, or if you encounter travel difficulties in Madrid, be sure to have the proper contact information to call your sponsor or command.

Navy Gateway Inns and Suites (NGIS)

The facility consists of 355 non-smoking rooms equipped with 24-hour front desk service, free lobby coffee service, free daily Stars and Stripes and local newspapers.

Eighty-six suites featuring a living area furnished with a sofa, coffee table, lounge chair, color television, free in-room coffee service, free laundry, refrigerator, microwave, desk, in-room safe, iron and ironing board; the bedroom features one queen bed, telephone, color television, dresser and private bath. NGIS offers two handicapped rooms subject to availability.

Also available are 166 single rooms featuring one twin bed, desk, lounge chair, dresser, color television, in-room safe, free Wi-Fi, free laundry, free in-room coffee service, refrigerator, microwave, iron and ironing board, dresser and private bath. Also available are 96 single rooms featuring one twin bed, desk, lounge chair, dresser, color television, in-room safe, free Wi-Fi, free laundry, free in-room coffee service, refrigerator, microwave, iron and ironing board and shared bath. Daily housekeeping service is provided for all rooms. For further information, you may call our 24-hour front desk at 727-1871. For official or Space-A lodging reservations, log on to <http://www.DoDlodging.net/> or call 1-877-NAVY-BED.

Navy Lodge

Managed by the Navy Exchange, this facility consists of 48 non-smoking rooms equipped with two queen beds, telephone, air conditioning, color television, kitchenette, refrigerator, stove, microwave and private bath. The Navy Lodge offers two handicapped rooms. To make reservations, please call 1-800-NAVY-INN or DSN 727-2643. Limited pet friendly rooms are available. Please check for availability when making reservations.



Temporary Lodging Allowance (TLA)

Personnel with accompanying command-sponsored family members may be eligible for 30 days of incoming TLA. Families are required to stay at the Navy Lodge. If space is not available, a Certificate of Non-Availability (CNA) must be obtained from the Navy Lodge before making arrangements for accommodations in a community TLA facility. A list of approved community TLA facilities, along with the agreed upon TLA rate, is available at the Housing Service Center.

Unaccompanied personnel ranks E-5 and above, are required to stay at the Navy Gateway Inns and Suites. If space is not available, your second choice will be the Navy Lodge. The Navy Lodge will provide a CNA to stay in a hotel on the economy if they have no rooms available.

TLA is paid in 10-day increments. Members are required to pay TLA up front and provide zero-balanced receipts to the Housing Office. Once Housing prepares the documentation, sponsors will submit to Command Pay Personnel Assistant (CPPA) who will then submit to PSD for processing. Timely submission of proper documentation is essential to timely reimbursement.

The Rota Housing Service Center (HSC) offers a wide variety of housing services. All personnel in receipt of PCS orders are encouraged to view the website or you can contact the HSC via email at: rotahousing@eu.navy.mil.

Housing Options

Applying for On-Base Family Housing

Applications may be submitted at the Housing Service Center (HSC) or prior to arrival using the Housing Early Assistance HEAT allows service members and their families to begin the housing application process at one or more Navy installations online before or after they receive their Permanent Change of Station (PCS) orders. HEAT is available to any service member at all Navy installations. HEAT does not place you on a wait list and cannot improve your position on a housing wait list. If an application is submitted within 30 days of arriving, the member's effective date on the waiting list is the date of detachment from the last permanent duty station. Applicants need to be confirmed upon arrival. Applications are available at the HSC and must be submitted with a copy of the PCS orders, detaching endorsement and a copy of the record of emergency data (page 2) and page 13, command sponsorship letter.

On-Base Family Housing

All incoming officer and enlisted personnel on accompanied tours have the option to reside on-base in family housing (FH) or to secure a private lease on the



economy. If personnel desire to reside in family housing and appropriate quarters are not available upon your arrival, you will be placed on a waiting list. When a unit becomes available, personnel who applied for FH within 30 days of their arrival will receive a government-funded move from their off-base residence to family housing on base.

On-base homes are limited due to several renovation projects. The Las Palmeras site contains two, three and four-bedroom homes for officers and enlisted personnel. The houses are single story Spanish-style duplex homes (connected at the carports) and single-story detached homes. All the homes have undergone several renovations and improvement projects since being built in the early 1960s. All on-base homes have central heat and air conditioning, range, refrigerator, dishwasher, washer and dryer and fenced yards. The electrical system aboard Naval Station Rota, including on-base housing, is 110-volts/60Hz. cycle. Telephone and Internet service is available. While the homes do provide some storage, it is limited. Additionally, there are no facilities aboard the installation for storing excess furnishings.

Unaccompanied Housing

The Unaccompanied Housing (UH) is centrally located aboard Naval Station Rota, within easy walking distance to MWR, NEX, Commissary, U.S. Naval Hospital Rota, galley and PSD.

Military personnel in paygrades E-4 and below on unaccompanied orders, whether shore-based or sea-based, are required to live in UH upon arrival to Rota.

Military personnel in paygrade E-4 are housed in modules. Each module is comprised of two private bedrooms, separated by a shared bath and kitchen area. Military personnel in paygrade E-3 and below are housed in shared bedrooms with no more than two sailors per bathroom. The bedroom is composed of two beds, one bathroom and kitchen area. The kitchen areas are equipped with a microwave and refrigerator.

Washer and dryers are available in common areas. There are no storage facilities on base for excess personal items.

Single shore duty Sailors in pay grades E-4 with less than four years of service are required to reside in unaccompanied housing. These sailors can request authorization to reside off-base and receive overseas housing allowances (OHA) via their chain of command to the installation commander. Determination will be based on Naval Station Rota's UH full utilization.

Single sea duty Sailors in pay grades E-4 with more than four years of service can submit a request to receive OHA via their chain of command to the installation commander

Single sea duty Sailors frocked to the pay grade of E-5 who have less than four years of active service are NOT authorized by Navy policy to receive full OHA.

Check with your command upon arrival to determine eligibility to live off base or contact the U.S. Naval Station Rota's Administration Office or the Housing Service Center (HSC) for additional information.

Off-Base Housing

All personnel who reside off base, whether temporarily or permanently, must process through the HSC. Within walking distance of the local beaches there are apartments, chalets with balconies and detached homes with fireplaces, courtyards and pools. Besides Rota, housing can also be found in El Puerto de Santa María, Chipiona, Sanlúcar de Barrameda and Jerez. Living in one of these communities might provide greater privacy and more space.

Homes.mil is an official Department of Defense (DOD) website that helps service members find rental listings. You may visit Homes.mil to see available listings in Rota and surrounding areas.

The HSC counselors will assist in locating residence on the economy by:

- Providing a list of approved houses/apartments.
- Providing showing services (Monday through Friday) to help locate off-base housing. (be advised the HSC does not provide car seats).
- Negotiating rental contracts.
- Explaining the lease agreements. Facebook can be a tool for familiarizing yourself with the area and types of homes available, but please understand that the Housing Service Center has no control over any of the listings posted there. Many entities that post listings online may not be legitimate. In order to protect your interests at all times and as part of our procedures, you are strongly recommended to avoid making any commitments on properties prior to your arrival. This can be something as simple as asking a property manager, realtor or landlord to hold a property for you. Verbal agreements are binding in Spain and you can be held monetarily liable for any requests you make.

Temporary Housing

Generally, families should make temporary accommodations prior to arrival. Accompanied service members and their families are required to stay at the Navy Lodge and Unaccompanied members are required to stay at the Navy Gateway Inns and Suites. If not unavailable, a Certificate of Non-Availability will be issued for you to stay at an approved facility off-base.

Self-Help Store

Housing's Self-Help Store is located in the housing area, Bldg. 162. Items are offered for temporary loan to accompanied personnel residing on-base to include; lawn mowers, hedge trimmers, weed eaters, garden tools and tillers. Off base residents, whether accompanied or not, can borrow transformers for small

appliances, as well as fire alarms and carbon monoxide detectors for their entire tour.

Partial/Full Tour Furnishings

For all personnel residing off base, the HSC will provide loaner appliances free for your entire tour. This includes dishwashers, refrigerators, stoves, microwaves, freezers, washers and dryers. All appliances are 220 volts/50Hz. and compatible with the commercial electrical service off base. No transformers are needed for these items.



Post Office

There is one U.S. Military Post Office (MPO), Building 3230, located on base. Packages up to 70 pounds and 130 inches in length and girth combined can be sent through this MPO. The average time frame for mail to arrive in the United States is seven to 10 days for USPS Priority packages and First Class letters. Like it's stateside counterpart, the Rota post office also provides a variety of special services to include: Express, Registered, Certified, Insured, Return Receipt, Delivery Confirmation and Money Orders. When mailing anything to the installation, do not use "Rota" or "Spain" on any incoming or outgoing mail. This will require the mail to be routed via the international mail system and will subject the package to international customs duty. The following are examples of a few items that cannot be mailed: hazardous matter, controlled substances, weapons of any kind, perishable items, alcoholic beverages, aerosols of any type, lighters, Cuban cigars and hookah pipes. All mail is screened via X-ray machines and customs forms are considered signed official documents.

Bringing Your Pets

You and your family are welcome to bring pets to Spain, but there are things to consider regarding dog breeds, quantity and sizes of pets.

If living in on-base housing, you are limited to a maximum of two

pets (defined as dogs and/or cats) with no limit on size. All base housing units are fully fenced, but pet owners cannot leave their pets outdoors full-time out of consideration for their neighbors. Dog run enclosures are prohibited in housing areas.

Most Spanish landlords will impose similar limits on pets and may impose size or weight limits. Regardless of the number, if one lives on or off base, all pets must have a 15-digit microchip and be registered with the Rota Branch Veterinary Treatment Facility (VTF) within 15 days of residency or of obtaining the animal. On-base residents must also register their pets with the housing office within the same 15-day time period. All service member-owned pets must be kept current on vaccinations. Spanish law requires annual vaccines for dogs and cats. If your pet has been administered a three-year vaccine in the States, it must be boosted after one year to be in compliance with local regulations. If receiving vaccinations off base, it is still necessary to inform the VTF of vaccine compliance.

Prior to bringing a pet to Spain, it is highly advisable to research costs associated with shipping a pet back to the United States or other international destination from Spain when the time comes for your PCS. Summer months prove to be an extremely difficult time to ship pets via the Air Mobility Command flight. It's also worth noting that the AMC does have pet weight restrictions (includes the pet plus the kennel).

Be advised that the Navy does not pay to ship your pets. Individuals moving to Spain are responsible for the cost of shipping their pet. This expense is NOT reimbursable or a tax write-off. In addition, commercial airline regulations have become increasingly stringent with regard to pet travel to include barring specific breeds for part of the year due to hot and cold weather. The average cost to ship a pet utilizing a pet shipping company is approximately \$3,000. Keep these factors in mind when considering a pet while in Spain.

During your stay in Spain you will be required to comply with Spanish law regarding care of animals. This includes purchasing a European Union Pet Passport and registering your pet's microchip with the Spanish tracking system, which can be done at the Veterinary Treatment Facility on-base or any Spanish veterinary clinic for a nominal fee. You are required to keep a proof of vaccination and microchip with you at all times when walking your dog off base. Other requirements, such as muzzling and leash, may only apply based on where you live or travel within Spain with your dog.

Southern Spain enjoys a temperate climate year-round. Consequently, there are some parasites that flourish in this region that you may not be aware of back in the United States. One disease of particular concern is Leishmaniasis. This potentially fatal disease is transmitted by sand flies and if your pet is infected they cannot return to the United States. In order to provide optimal protection for your dog, Rota Branch Veterinary Treatment Facility (VTF) recommends monthly use of preventative products for sand flies, ticks, fleas, heartworms and intestinal parasites year-round in Spain. These preventative medications can be purchased at the Veterinary Clinic. The VTF can answer your specific questions regarding parasite control upon arrival.

Naval Station Rota does not have a pet boarding kennel on base. There are limited facilities available in the surrounding area off-base. The VTF maintains a list of kennel facilities and pet sitters. Be aware that it can be difficult to find a kennel that can accommodate large dogs for boarding. It is important to locate an acceptable facility and secure your reservation well in advance if you require boarding for your pet.



Exotic Pets & Dangerous Dogs

Non-domestic pets or exotic pets are not authorized in family housing. They include, but are not limited to snakes and other reptiles, chickens, ducks, monkeys, ferrets, rats and tarantulas. Hamsters, gerbils and guinea pigs are allowed. If renting on the economy, check with the landlord.

Certain breeds of dogs are considered "dangerous animals" under Spanish Law 50/99. This label applies to all dogs of the breed, regardless of past behavior or temperament. Dangerous dogs in Spain include the following breeds and cross breeds: Pit Bull Terrier, Staffordshire Bull Terrier, American Staffordshire Terrier, Rottweiler, Doberman Pinscher, Argentino Dogo, Fila Brasileiro, Tosa Ina and Akita Inu.

Any other dog that demonstrates an aggressive character, or has been involved in an attack against people or other animals and/or is designated as potentially dangerous by COMNAVACTS, his designee, or appropriate Spanish government officials, is also considered a "dangerous animal."

All members of the force or civilian component stationed in Spain who maintains a potentially dangerous animal, regardless of whether they live on or off base, must comply with Spanish registration procedures. The following rules summarize the Spanish law as it pertains to owners of dangerous animals:

(1) License. All owners of potentially dangerous dogs must obtain a license for such an animal from the local city hall within 30 days of arriving in Spain. Failure to obtain a license within the time prescribed will result in the impoundment of the animal

and its potential destruction. A license will be valid for a period of five years. Owners of potentially dangerous animals residing on-base shall present a copy of their license to Security. In order to obtain a license, the applicant owner must complete the following requirements:

- a. The applicant must be over 18-years-old.
- b. The applicant must not have been convicted of a crime or have been administratively sanctioned for past violations mentioned in pertinent Spanish law.
- c. Have the requisite physical strength to control the animal when walked; dangerous dogs must be leashed and muzzled at all times while in public.
- d. Pass a psychological examination from a qualified provider (several civilian clinics in Rota provide this service).
- e. Obtain civil liability insurance.

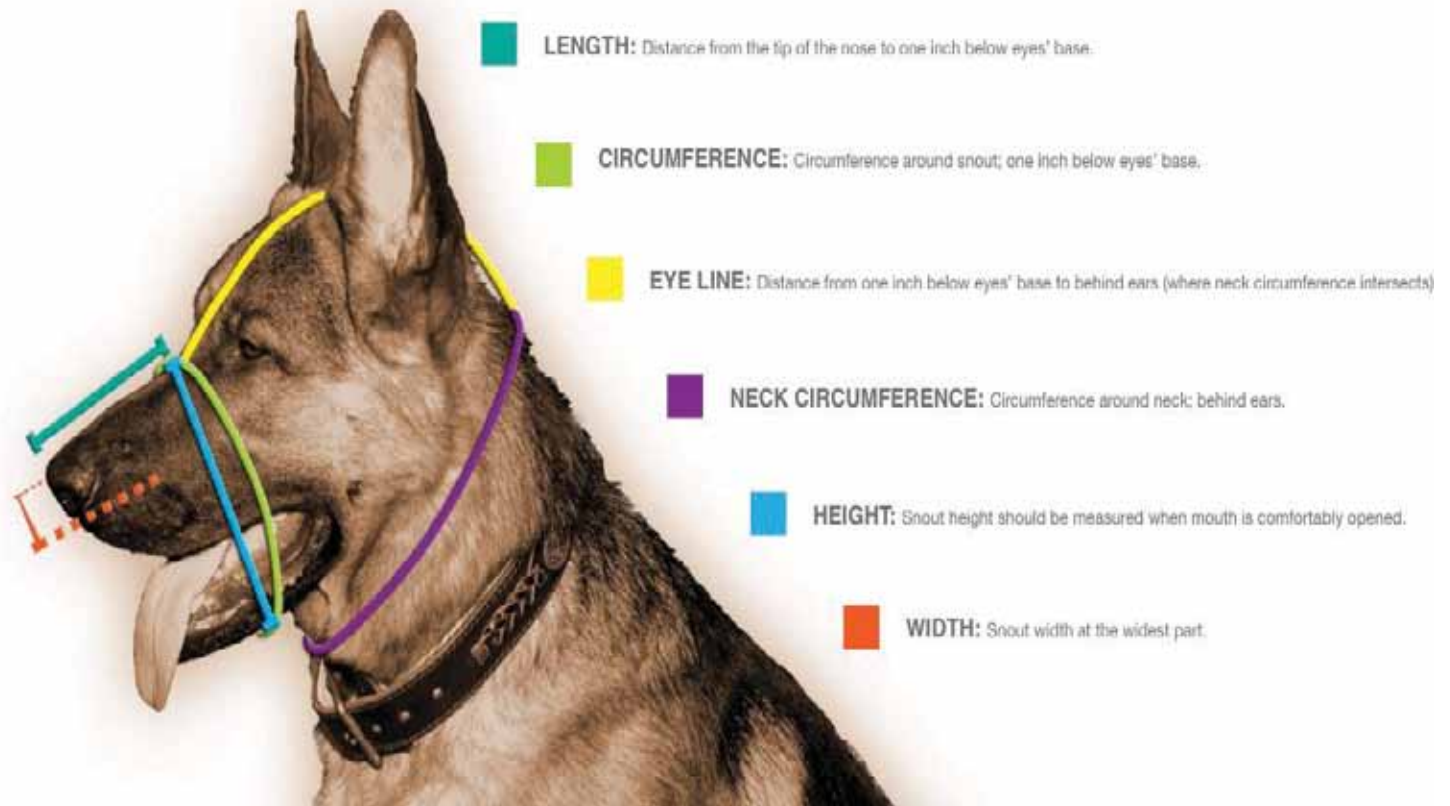
Once registered, the owner will need to carry the animal's identity card and registration documents on their person at all times when the pet is in public.

Interpreters working in the Naval Station Rota Security Department can assist owners of dangerous animals with the registration process. Call 956-82-3225 or 956-82-3246 for assistance.

Requirements for Pet Entry to Spain

As soon you know you're moving to Spain, start preparing your pet for entry requirements. Travel to Spain is primarily accomplished using commercial carriers including the weekly flight from Naval Station Norfolk, Virginia to Rota. Ensure your transportation office knows you're shipping pets to Spain, so they may help make

Muzzles



reservations with your airline for you or direct you to the place to make reservations. Airlines charge fees for shipping pets and this expense is not reimbursable.

Additionally, know that several airlines impose pet embargoes and will not accept pets when temperature limits are exceeded during any part of your itinerary. Please work closely with your transportation office to avoid any problems while traveling with your pet. Ultimately, travel arrangements for your pet are your responsibility.

Specific requirements for pets (defined as dogs and cats only) entering Spain include:

- Pets must be at least four months of age when entering Spain.
- Animals must be identifiable with a 15-digit microchip (ISO 11784/5). Tattoos are not a sufficient form of identification.
- All vaccinations must be given after the microchip has been implanted and should be given to your pet at least 30 days or more prior to moving.
- Each pet must have a certificate of health for the European Union, signed by any veterinarian accredited by the U.S. Department of Agriculture, under the Veterinary National Accreditation Program. Once completed, the certificate must be endorsed by an official veterinarian employed by the Veterinary Services, Animal and Plant Health Inspection Service. Veterinarians employed by the U.S. military are considered official veterinarians, and a certificate signed by a military veterinarian does not need APHIS endorsement.
- The health certificate is valid for 10 days from the date of issue.
- There is no quarantine requirement for entry into Spain.
- Check with your local veterinarian and the veterinarian in the country you're moving to prior to your arrival.

General Pet Travel Information



Pet owners are responsible for complying with all required documentation, immunizations and border clearance requirements and should be prepared to pay any necessary fees to obtain them.

All animals are subject to examination by the customs' veterinarian at the Spanish port of entry (usually Madrid Airport). Clearance of animals may be delayed after working hours and on weekends.

The passenger must provide an International Air Transport Association-approved container for the pet. It must be large enough for the animal to stand up, turn around and lie down with normal posture and body movements (some commercial airlines simply require that the animal "be comfortable," so again, it is wise to check



on the particular requirements of the airline you are booked on).

Mark "LIVE ANIMAL" on the container, clearly indicating your name, address, destination and the animal's name. Include your sponsor's local phone number on the container and a note in English and Spanish stating whether or not the pet is friendly with strangers.

Refer to the individual commercial carrier website and work directly with the airline to clarify flight eligibility requirements for your pet.

The maximum weight accepted as excess baggage, container and pet weight combined, is 99 pounds for commercial airline flights and 150 pounds on the AMC Patriot Express flights.

Once you arrive and settle in, you may begin planning some trips with your pet. Traveling with your pet within Spain and the rest of Europe, either by land, air or sea, requires a European Union Pet Passport. This travel document can be purchased at Rota VTF on base, or at any off-base Spanish veterinary clinic. Be sure to bring your pet passport to all of your veterinary appointments both on and off base in order to update the document at every visit.

Checking In

ENTRADA (Entry) Stamp

In order to allow members of the civilian component and dependents to stay in Spain for the duration of their tour of duty, or for the duration of their sponsor's tour of duty in the case of dependents, all passports must be processed for a special validation stamp through Spanish Immigration. This validation stamp authorizes the member of the civilian component or dependent to stay in Spain for a period of three years, or until termination of their assignment to Spain, whichever occurs first. The validation stamp will normally be entered in the no-fee passport. However if a no-fee passport is not available, it will be entered in the tourist passport.

To ensure a smooth and timely processing of validation stamps, passports must be turned in to the Pass and I.D. section of the Naval Station Security Department in building 3262 during the check-in process. This process takes from 7 to 10 working days.



Check-in at Naval Station Rota

Your first three stops upon arrival to Naval Station Rota should be 1) U.S. Naval Hospital Rota, 2) Base Admin located in Building 1 (on the second floor) for a mandatory Command Sponsorship Letter also known as a Page 13 (not applicable to single Sailors), 3) Spanish security's Pass and I.D. department to receive your Spanish I.D. cards (TEI) to get on/off base and access to multiple base facilities.

Command Sponsorship

To process your command sponsorship letter, known as a Page 13, you need:

- Copy of PCS orders
- Copy of Record of Emergency Data/ Dependents Information (DEERS Page 2--NAVPERs 1070/602)
- Naval Hospital Rota's Overseas Screening endorsement
- Power of Attorney (if sponsor not present)
- COMNAVPERSCOM (PERS-451)/CNO (N130) Advanced/ Delayed Travel of Dependents authorization (if applicable)

It is extremely important that you see your CPC within two days of reporting to complete your gain process. You will need your orders, records, and passports. Timely submission of your gain paperwork will prevent any unnecessary overpayments of entitlements. During your check-in procedures with your CPC, make sure that you ask them about your pay and travel entitlements (COLA, OHA, MIHA, TLA, DLA and Travel Pay/Per Diem). These entitlements are not automatically credited to your pay (LES) and must be claimed separately by the sponsor.

If you are reporting to Rota on an accompanied tour and your dependents are arriving before or after your report date please note the following requirements:

Dependents arriving before your report date: An advance travel of dependents authorization from CNO N130 is required to start your overseas station allowances when they arrive in Rota.

Dependents arriving after your report date: Your basic allowance for housing (BAH) entitlement stops once you report onboard. A delayed travel of dependents authorization from PERS-451 is required for you to continue receiving BAH until your dependents depart the continental U.S.



It is important to have your eligible dependents listed in your PCS orders to receive command sponsorship approval from NAVSTA Rota, including students under the age of 24. Command sponsorship is required for housing eligibility, funded travel for dependents, TLA, DODDS school for children, visas, postal service and base facilities including commissary, NEX, medical and dental clinics. Command sponsorship is also required to receive overseas station allowances with dependent rate.

If you got married during your PCS leave and decided to take your spouse to Rota, contact your detailee to modify your orders to a three-year tour and request that your spouse be added your orders. Adding your spouse to your orders will entitle you dependent funded travel and command sponsorship. Failure to provide all necessary documents will cause delay in payment of your overseas station allowances and travel claims. Please contact your Command Personnel and Pay Administrator (CPPA) for more details.

Urinalysis: All new PCS arrivals assigned to shore-based commands in Rota have 72 hours to check in with the chief master-at-arms office and the urinalysis program coordinator.

Check in at Security: All sponsors and dependents must check-in with Security. Sponsors and dependents 10 years of age and older will be issued Spanish TEI (Spanish I.D.) card.

All individuals old enough to obtain a Spanish ID card must show it to Spanish sentries when entering/exiting the base and when entering the Navy Exchange/Commissary and other U.S. Forces facilities where items exempt from Spanish duties and taxes are sold.

For initial check-in with Security, you will need:

1. No fee passports for all dependents and civilian employees. Passports will be held by Security to be validated by Spanish immigration for the length of your tour in Spain. You may pick up your passports two to three weeks later with the Spanish validation (Entrada) stamp on it.

2. Military/dependent ID cards and command check-in sheet (page 13 from NAVSTA Rota admin, Building 1 for dependents; receive upon arrival in Spain)

3. Current permanent stateside driver's license for translation into Spanish, so that you can operate a vehicle until your regular Spanish license is processed.

Spanish security can be reached at 727-1605/1610/1609.



NIE: A NIE (foreigner identification number) is required for many different reasons such as: renting a house, Spanish bank accounts, utilities hook up, registering a Spanish second-hand vehicle, contracts for cell phones or Internet at home. This number is assigned to all requestors by Spanish National Police. For NIE requests, proceed Banco Popular on base and pay the NIE fee, then go to Security with the following documents:

- Receipt of payment from Banco Popular.
- Passport.
- Military/dependent I.D. card.
- Spanish I.D. card.
- The process takes from 7 to 10 working days.

Spain requires proof of two years minimum of motorcycle driving experience prior to issuing a full motorcycle license, so make sure that your stateside driver's license has been endorsed for motorcycle operations for two of more years, or have written evidence that you have had a motorcycle license for more than two years, prior to your transfer. If your U.S. driver's license with motorcycle endorsement was issued less than two years ago, you will obtain a Spanish driver's license valid to operate motorcycles with no more than 500 cc.

vehicle must have a license plate, not the dealer plate, in order to ship it here. If you are moving from another overseas installation and no longer possess your license plate you must request a new plate. If you purchased a new vehicle or previously relinquished your license plate you must obtain a license plate to drive the

vehicle here in Spain. It can take two to four weeks for you to be issued a European license plate. Please contact your motor vehicle facility in the state of your vehicle registration to obtain a license plate prior to arriving in Spain.

Personnel driving their POV to Spain in the execution of their PCS transfer from another European country must report to the Security Department Vehicle Registration section with their vehicle within 48 hours of their arrival to Naval Station Rota for processing of Spanish registration.

POVs must meet the minimum standards of exterior appearance that are considered acceptable in the military and civilian community. The importation of a vehicle with body or motor structure modifications by other than the manufacturer is prohibited.

Service for American and foreign vehicles are limited by the availability of parts. The Navy Exchange Autoport offers auto repair service, but carries a limited selection of parts and accessories. They can order parts from local automotive facilities for European spec vehicles, but there are often delays when ordering parts for U.S. vehicles. Important items and spare parts for your POV should be purchased in advance and included in your household goods shipment.

Vehicle inspections, to comply with Spanish motor vehicle regulations, are required to register a motor vehicle in Spain. Vehicle inspections for both American and Spanish vehicles are conducted at the NEX Autoport by appointment. The American vehicles cannot have a vehicle inspection (ITV) done off base, but Spanish vehicles can have their ITV conducted at any of the ITV facilities throughout Spain.

Spanish traffic laws require installation of seat belts on all vehicle seats. The third brake light is authorized in Spain only if it is factory installed; aftermarket lights are prohibited.

Booster Seats: Children up to 18 months and 29 pounds or less must use a rear-facing seat. Children approximately one to four-years-old and 19 to 39 pounds must use a forward-facing seat. Children approximately four to 12-years-old and 33 to 80 pounds

Driving in Spain

Shipping Vehicles to Spain

All active duty military personnel and DoD civilian employees in receipt of permanent change of station (PCS) orders to Spain are entitled to import one Personally Owned Vehicle (POV that can be either an automobile or motorcycle), free from all Spanish duties and taxes. If your spouse is also military active duty or a DoD civilian coming to Spain on separate PCS orders, he/she is also entitled to import one POV into Spain under the same tax exempt conditions.

In addition, members of the force and the civilian component may purchase and maintain one European Union manufactured vehicle - with European or U.S. specs - acquired in Spain, free from Spanish Value Added Tax (VAT). Family members of eligible personnel, 18 years of age and over, in possession of a Spanish driver's license, may also own and maintain one European Union manufactured vehicle, acquired in Spain, free from the VAT. There are several new car dealers in the area which cater to Americans.

In deciding whether to ship your vehicle, keep in mind that many of Spain's roadways are narrow and parking is often tight. If your vehicle is small, it should blend in - but full-size pickups, large sport utility vehicles and other large vehicles can be a hindrance while traveling off base or while driving through the older, narrow roadways of many cities.

Vehicles arriving directly from the United States with a current stateside registration and license plates are issued a 45-day import permit (referred to as a "conduce") by Spanish Customs, which will legalize the operation of the vehicle in Spain while a Spanish registration is processed. Vehicles with either expired "conduces," no registration document, expired or invalid registrations or expired plates will not be released to their owners, nor operated until Spanish registration is obtained. Likewise, the vehicle will not be released to personnel without a Spanish translation of a valid stateside driver's license. Spanish translations are available through the Security Department's Pass and I.D. department. Your





- Power of Attorney, if applicable, in cases where service member is not able to pick up POV him/herself.

Driver's Licenses

By agreement with the Spanish government, U.S. military, DoD civilian employees and their family members assigned to Spain on PCS orders must be in possession of a Spanish driver's license to either operate or register a vehicle in Spain.

To obtain a Spanish driver's license, you must be 18 years of age or older, and possess a valid stateside driver's license. The international driver permit, military driver's license or any type of temporary license is not acceptable to apply for a Spanish driver's license.

Family members in possession of a valid driver's license, but not yet 18 years of age, are not eligible for a Spanish driver's license and cannot drive.

Spain requires proof of two years minimum of motorcycle driving experience prior to issuing a full motorcycle license, so make sure that your stateside driver's license has been endorsed for motorcycle operations for two or more years, or have written evidence that you have had a motorcycle license for more than two years, prior to your transfer. If your U.S. driver's license with motorcycle endorsement was issued less than two years ago, you will obtain a Spanish driver's license valid to operate motorcycles with no more than 500 cc.

Prior to applying for a Spanish driver's license, applicants must satisfactorily pass a written test on Spanish traffic laws and signs. Security Department personnel administer this test during the week that you and your family members attend the Intercultural Relations (ICR) class. It takes approximately two weeks to get the Spanish license once the paperwork is submitted to security. In the meantime, you and your family members may drive legally in Spain by obtaining an official Spanish translation of your stateside driver's license from Security's Pass and I.D. department in Bldg. 3262, at no cost.

Automobile Insurance

Vehicle owners must have a third-party liability insurance policy with the following coverage to either operate or register a vehicle: bodily injury, liability minimum of €70,000,000 per accident and property damage minimum of €15,000,000 per accident. To prove compliance with Spanish compulsory insurance laws, personnel holding POV insurance acquired in or outside of Spain must have an International Certificate of Vehicle Insurance (green card - though it doesn't have to be printed on green paper).

If you wish to retain your current insurance, contact your agent before you move to Spain and request a green card. You can also buy POV insurance from legally established Spanish or U.S. companies in Spain after your arrival. It could cost between \$400 and \$1,000 for third party liability and as much as \$2,500 for full coverage, depending on the type of vehicle, age of driver, etc.

The green card is the only acceptable proof of compliance with Spanish compulsory insurance requirements. Therefore, the vehicle registration section will not accept any other document as proof of insurance for vehicle registration or re-registration purposes. Green cards are readily available from most international insurance agencies. They will email you the forms once you have established the policy with the required coverage.

must use a booster seat and cushion.

It is prohibited to travel with a 12-year-old child in the front seat of vehicles unless they are taller than 53 inches. Children less than 12-years-old and 53 inches or shorter must use a retention device adapted to their height and weight.

Vehicle Modifications

Per Spanish regulations, the installation of dark plastic coating or other material on front windshield and/or front side passenger windows to simulate smoked/colored glass is prohibited in Spain. As a result, owners of vehicles in this situation will be officially warned by the NEX ITV safety inspectors that their vehicle does not meet Spanish safety criteria and the inspector will recommend they have the plastic coating removed. Window tinting of rear windshield and rear side windows is permissible only when approved plastic coats are used and installed by professionals.

Vehicle Pick-Up Procedure

When you arrive in Spain, it is important that you contact the Vehicle Processing Center (VPC) in Puerto de Santa María to check the shipment of your vehicle. All vehicles must be picked up no later than 45 days from the date of receipt of notification that your vehicle has arrived. For directions to the facility and their phone number, visit <http://www.pcsmypov.com>.

In order to pick-up your POV (automobile or motorcycle with at least a 50cc engine) the service member must first check in with Spanish security. When checking in with security and before picking up your car, you must provide the following documents:

- Valid POV insurance for Spain (sometimes referred to as a green card)
- Payment receipt from Banco Popular
- Valid U.S. vehicle registration
- PCS orders or homeport shift certificate
- Valid U.S. driver's license (If motorcycle, member must have prior 2-year motorcycle license endorsement)
- Valid Department of Defense ID
- ITV appointment from the Navy Exchange Autoport

Once you have checked in with security, they will provide a release letter, which you will take with you to the VPC. Ensure you have the below documents before arriving at the VPC:

- Release Letter from security
- Valid Department of Defense ID card

Motorcycles

The same regulations regarding importation, registration and operation of POVs apply to motorcycles. A motorcycle is considered your POV. You are not allowed to import another POV unless you and your spouse are both active duty military or DoD civilian component on PCS orders to Rota.

A POV can be either an automobile or a motorcycle with a 50cc engine or higher. Per Spanish law, motorcycles cannot be shipped as or with household goods. They must be imported separately as a POV. However, motocross motorcycles are not considered POVs (if they remain off-road). They can be imported to Spain with your household goods. Possession of this type of vehicle, for off-road use only, will not count against the vehicle limitation.

All active duty motorcycle riders must complete a Motorcycle Safety Foundation-approved basic rider safety course prior to riding on-base. Courses are usually held monthly and must be scheduled using the Enterprise Safety Applications Management System (ESAMS) or at <http://navymotorcyclerider.com>.

Note: If assigned to NATO units, contact your NSE for specific details on your motorcycle importation.

Motorcycles with U.S. specs are authorized to pass the ITV on base (NEX - gas station), Spanish motorcycles or with European specs must pass the periodic ITV off base, in a Spanish ITV station.



Mopeds

There are no provisions, customs clearances or registration procedures under Spanish law permitting importation of mopeds (50cc or less engine displacement) to Spain. Only mopeds that were taken to the United States from Spain may be brought back, provided you have the original Spanish Certificate of Registration (Certificado de Ciclomotor). Spanish manufactured mopeds may be purchased upon arrival in Spain from any authorized distributor off base.

Mandatory insurance for mopeds often costs more than car insurance. Check with your insurer for details.

Mopeds must pass an annual or bi-annual ITV safety inspection

(depending on age of the vehicle). This inspection is mandatory if a moped is to be used on or off base. While the ITV location at the Navy Exchange gas station can conduct auto and U.S. motorcycle ITV inspections, moped ITVs are conducted off base only. Call the vehicle registration section of Security Department for schedules.

European Driver's License

If you are in possession of a Spanish driver's license, you will be able to drive in all countries that are members of the European Union (EU). Driving outside the EU will require an International Driving Permit, normally valid for one year. It may be obtained from the American Automobile Association (AAA) in the States, from any Royal Automobile Club Office in Spain or from the Spanish Traffic Bureau in Cádiz.

Settling In

Intercultural Relations (ICR)

The ICR course is designed to orient all newcomers to Rota, Spain. Hosted by COMNAVACTS and the Fleet and Family Support Center, the four-day ICR course provides newly reporting members and their families with information about the base and its surrounding areas. The course includes a field trip where newcomers have the opportunity to explore the town of Rota, browse a local open-air market and taste a typical Spanish meal.

The ICR course is held every other week with the exception of June through September when the course is offered weekly. ICR is scheduled from Monday to Thursday, except long holiday weekends when the course is scheduled Tuesday through Friday. Class begins at 8:30 a.m. and ends at 3 p.m. Uniform of the day is required for military personnel. Comfortable walking shoes and business casual attire recommended for the day of the field trip.

Pre-registration is required. Military members, spouses, civilian and contract employees and all dependents 18 years and older are **REQUIRED** to attend the ICR course. Child care certificates of attendance are available for child care services during class times. Child care arrangements should be made one week in advance by contacting Child & Youth Programs (CYP) at 727-1100.

Register upon arrival by calling 727-3232 or stop by the FFSC office located in the Community Support Building, Building 3293.

Banking and Credit Cards

Navy Federal Credit Union is the only U.S. bank on base. Navy Federal has three ATMs on base. Checks from U.S. banks are accepted at the Navy Exchange and commissary. There are two Spanish banks on base, BBVA and Banco Popular.

Public Transportation

Naval Station Rota has a free shuttle bus service provided by Public Works Department. The bus does a round robin throughout the installation with stops at designated locations including family housing. All U.S. I.D. cardholders (military, dependent and contract personnel) may ride the bus.

Off-base local commercial transport (bus, taxi, train) is easily



accessible. Taxi fees are pre-set or metered so be sure you understand the fare before departing. Tickets for train travel from Puerto can be purchased at the train station or online at renfe.es.

Civilian Employment

HRO Rota is located in Building 1, Room 145 and provides service for appropriated fund (APF) positions on Naval Station Rota, tenant commands and National Support Elements at Madrid, Lisbon and Valencia. While there is a 70/30 ratio in regards to jobs, 70 percent filled by local nationals and 30 percent available to local and CONUS hires. All posted vacancies (local or CONUS hire) include military spouses and family members in the area of consideration in order to increase employment opportunities. All APF vacancies are posted on USAJOBS.gov.

USAJOBS.gov is the Federal government's official one-stop source for federal jobs and employment information. Applicants are strongly encourage create an account to store appointment and preference documents in USAJOBS so they will be readily available at all times. Military spouses and family members may apply for employment up to 30 days before their anticipated arrival overseas. However, they may not receive preference until their arrival at the foreign location.

If selected, career or career-conditional employee i.e. "status employees" you will retain your status. However, will be placed on an Schedule A (Excepted Service) appointed, because you are in the overseas area as a result of your military or civilian sponsor.

Home-Based Businesses

In accordance with COMNAVACT Spain Instruction 1740.1J, individuals interested in establishing a home-based business aboard Naval Station Rota must apply for a home-based business license through the Region Legal Service Office (RLSO). The application must be submitted through the RLSO prior to conducting any business aboard NAVSTA Rota or operating a business from government assigned quarters.

Home-based business owners may not use the NAVSUP FLC shipping and receiving office as a means to transport products; business owners should utilize the Military Post Office (Building 3230). Per COMNAVACT Spain Instruction 1740.1, individuals are prohibited from using the Fleet Post Office for any business or commercial purpose. Individuals and/or their businesses may not use the FPO to transmit items for resale, receive supplies or any other profit making purpose.

Fleet and Family Support Center (FFSC) Rota

FFSC is your link to information and quality of life enrichment. Services are geared for everyone, whether single or married. Programs include:



Deployment Support Program:

FFSC provides a variety of services to Commands, Individual Augmentee and Family members for Pre, Mid, and Post Deployment.

Family Advocacy Program: Counselors provide case management, safety/risk assessment, treatment of child abuse and neglect and spouse/partner abuse.

Financial counseling: FFSC has a full range of Financial Education programs. Classes and counseling services offered include Spending Plans, Credit Management, Savings and Investments, TSP and Retirement Plans.

Information and Referral: The FFSC provides information and referral resources on all local and community services.

Intercultural Relations (ICR): FFSC Rota has two cultural experts to assist you with adapting to your new home in Spain. FFSC offers cultural seminars, further language study and the Foreign Language Exchange (FLEX) program, which pairs American service member and families with Spanish families.

New Parent Support Program: The New Parent Support specialist provides home visitation services for expectant families and families with young children, giving parents more tools to add to their parenting toolbox.

Professional Clinical Counseling/Crisis Intervention:
FFSC has a staff of professional counselors who are credentialed to provide confidential clinical services, which include individual, marital, child and family counseling. Clinicians are also available to provide tailored programs in response to command crises.

Professional Clinical Counseling at DGF Middle/High School: FFSC has a clinical counselor present at DGF Middle High school to provide confidential counseling services for students grades 6 to 12 and their families. Counseling services include, but are not limited to, issues related to transition, bullying, peer relationships, deployment and related developmental problems. Prevention and awareness education is provided to the students in collaboration with the health education curriculum.

Sexual Assault Response Program: The Sexual Assault Response Program manages the base sexual assault prevention, intervention and support program.

Relocation Services: FFSC provides classes, one-on-one consultation, and websites to assist personnel with relocation to and from Spain. FFSC offers Sponsorship Training and Smooth Move for those leaving Spain. Welcome Aboard packages are available upon arrival and information on military installations worldwide is available through the Military Installations/Plan My Move website. The information is updated quarterly.

Family Employment Readiness Program (FERP): FERP is designed to provide employment assistance to military and civilian family members. FFSC offers skill-building programs and workshops to help participants with career planning.

Transition Assistance Management Program (TAMP): TAMP is mandated by DoD to assist service members in their transition from military to civilian life. A major component of TAMP is the Transition, Goals, Plans, Succeed (TGPS) seminar, which provides transitioning members with information about the services and benefits for which they might be eligible. The TAMP program also has courses on starting your own business, using GI benefits to go back to school and vocational training programs available through the Veteran's Administration.

Personal and Family Life Program: Navy families face special challenges, and the Personal and Family Life Education Program offers many events designed to promote family strength and well-being. Life Skills are all about self discovery, exploring new ways to think, interact and approach problems. These workshops focus on using conflict to direct positive change and harnessing the power of communication to strengthen relationships through mutual respect and understanding. Thought management and problem solving strategies are employed to get to and stay in Operational Stress Control (OSC) mission-ready green! Take advantage of these programs to promote personal and family strength: Anger Management, Communication Skills, Conflict Management, New Spouse Orientation, Parent Education, Stress Management and Healthy Relationships.

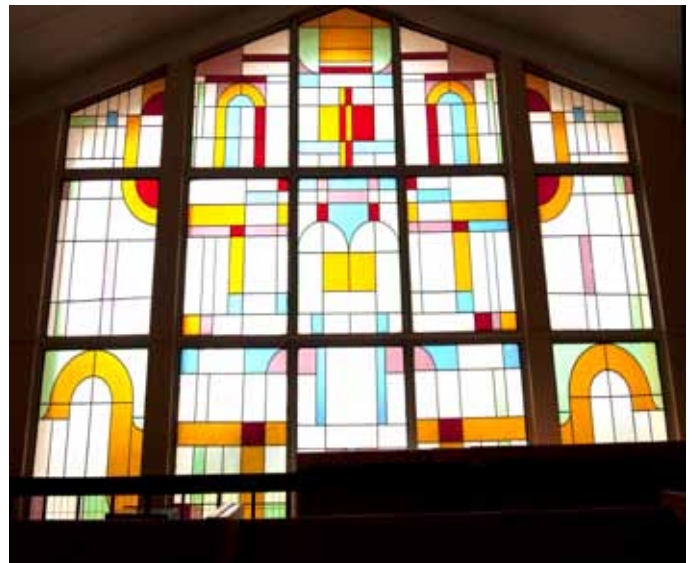
Navy Family Ombudsman Program: An ombudsman is a volunteer, appointed by the commanding officer, who serves as an information link between command leadership and Navy families. Ombudsmen are trained to disseminate information both up and down the chain of command, including official Department of the Navy, command information, command climate issues and improvements to the quality of local life. Ombudsmen also provide resource referrals when needed. They are instrumental in resolving family issues before the issues require extensive command attention.

To contact Your Ombudsman go to the Navy Family Ombudsman Registry <https://ombudsmanregistry.cnic.navy.mil/> to locate your ombudsman and send an email to the assigned command ombudsman who is listed.

Please contact FFSC for more information about services and programs at 727-3232/3231.

Chapel

The Religious Ministries Department offers a comprehensive command religious program including divine services, counseling, Bible studies, youth activities, Christian education and fellowship events. Weekly CCD, RCIA, Children's Church, Youth Ministry, Bible studies and more provide adult and youth religious education. Sacramental preparation and reception is available with individual Chaplains. Our choirs, community relations events, Protestant





Women of the Chapel (PWOC), Mothers of Preschoolers (MOPS) and other activities provide opportunities for personal connections and volunteer service.

The Chapel also provides referrals for other faith groups. Please contact the Chapel at 727-2161 for more information.

Galley Services

Naval Station Rota's Gateway Galley, located in Building 38, is an accredited 5-star dining facility, serving approximately 1,000 meals a day to permanently assigned and transient active duty personnel plus their dependents. The galley serves a wide range of meals, including special meals celebrating heritages across the world.

Base policy does not allow the use of the base galley facility by dependents unless they are escorted by their active duty sponsor Monday through Friday. The base galley is open to all authorized personnel, including sponsored dependents, U.S. civilians and retirees on Sunday and on specific event meal dates.

Morale, Welfare and Recreation (MWR)

Rota's MWR programs are some of the finest in the Navy. MWR offers a myriad of programs for the whole family and is committed to making your tour at Naval Station Rota your best tour yet!

The Aquatics Center features an indoor 25-meter heated pool with hours exclusively for lap swimming, water aerobics swimming lessons and more. This newly renovated facility has added major upgrades including a new core workout station, swim lanes, Mortex flooring and much more! Call 727-2129.

The Child Development Center provides for full-time child care needs from 5 a.m. to 7 p.m., Monday through Friday for children ages 6 weeks to 5-years-old. Hourly care is also available for all ages. Call DSN 727-1100 or commercial at 956-82-1100 or Email at childdevelopmentcenter@mwrrota.com. Log on to MilitaryChildCare.com to submit a formal request for full time care.

School Age Care (SAC) provides before and after school care for children kindergarten through sixth grade that complements their school experience. Day care is also available during school vacations. Activities include arts and crafts, cultural programs, day camps, field trips, sports, science and more. SAC utilizes Boys & Girls Club of America (BGCA) and 4-H as curriculum guidelines.

For more information please contact DSN 727-2839, commercial at 956-82-2839 or by email at schoolagecare@rotamwr.com. Log on to MilitaryChildCare.com to submit a formal request for full time care.

Youth Centers Gravity/Jams is a recreational based after-school program for 10 to 18 years old (still enrolled in high school). The facility has two sides servicing both the pre-teen (Jams, ages 10 to 12) and teen (Gravity, ages 13 to 18) populations. Each side offers a variety of game tables, video games, music equipment, computers, video, photo and music production software, and an



array of art, craft, science and construction supplies. Additionally, the Youth Center offers a wide variety of camps, off base field trips and special events to include dances, lock-ins and late night openings. The Youth Center is also a member affiliate with the Boys & Girls Club of America (B&GCA) and 4-H and offers clubs and activities for both. For more information call 727-4625 or email at youthcenter@rotamwr.com.

MWR Traveler houses the Information Tickets & Travel (ITT) and Navy Outdoor Recreation (NOR) where all your sightseeing, travel and outdoor pursuits can be met. ITT and NOR offer more than 200 tours each year to multiple historical destinations within Spain, as well as trips to soccer/football matches, bullfights, bodegas and flamenco dance shows. International trips are also offered to several locations. MWR Traveler has been included in the new pricing initiative making cultural tours more affordable. NOR offers various adventure trips such as canyon descending, hiking, climbing, horseback riding, deep sea fishing and even skiing and snowboarding during the winter months. The NOR center also has an indoor rock climbing wall and outdoor equipment rental including snowboarding equipment.

The Fitness Center has workout options including: free weights, Cybex equipment, a cardiovascular room, family fitness room,

basketball court, two racquetball courts and a newly renovated locker room with showers. Outside of the fitness center, enjoy a 400-meter all-weather track with a multipurpose turf field within. Three softball fields and multiple tennis courts are available for the community as well. A wide variety of group exercise classes and programs are offered in addition to exercise equipment available for check out. Personal trainers are at your disposal to help achieve fitness goals and provide periodic progress evaluations. The fitness center is open 365 days a year for your use. Call 727-2565.

Fleet Landing arranges social and special events, as well as logistical support for visiting ships. Services include free Internet access, a laundromat, indoor and outdoor lounge area with TVs, snack bar and food. Call 727-1920.

The Golf Course is managed by a PGA Golf Professional. The 18-hole golf course is 6,500 yards in length and covers more than 200 acres. The pro shop assists with rental clubs, equipment sales and tournament play. Daily, weekly and annual green fees specials make playing golf in Rota enjoyable and affordable! Practice your game on the driving and chipping range and the putting green. Call 727-2260.

The **Housing Pool** is an outdoor facility open from Memorial Day through Labor Day for recreational swimming, lap swimming by request, swim lessons, water slides, parties and more. It is located in the housing area. Call 727-4882.

La Plaza is the home of a variety of things to do including slot machines, video games, a lounge area with a large HDTV for your enjoyment, a horseshoe pit and volleyball net. Champions Bar

plays host to DoD bands and AFE shows on a regular basis. It is also the home of the Daily Dish which offers an affordable daily lunch menu. La Plaza also provides a Currency Exchange Center and an ATM for you to use. Call 727-1995.

Liberty is the single Sailor's source for leisure activities, trips, tournaments, recreational games and more. It includes computers, free Wi-Fi and numerous video game consoles. MWR has also added Magic Jacks, printing and scanning devices, webcams and over 800 DVDs to view in the mini-theater with Bose surround sound. Call 727-2527.

The Library offers thousands of books, magazines and newspapers, Internet access, children's storytime with craft, summer reading programs, DVDs and CDs. Call 727-2418.

Navy Outdoor Recreation provides opportunities to actively participate in outdoor adventure pursuits, while emphasizing skills development, environmental awareness and personal empowerment through adventure. NOR also offers equipment rental for activities ranging from water sports and camping gear to party rentals. Call 727-3101.

Pinz Bowling Center has recently been remodeled and features Qubica AMF equipment that includes fun animation and easy to use player set-up. The twelve lanes are equipped with automatic pinsetters, synthetic lanes, electronic score boards with interactive software and a new sound system. Also, a new bar and lounge area has also been added including flat screen televisions and a slot machine area. In addition, our youth friendly bowling center has added "dino kid ball ramps" for the little ones to enjoy. Call 727-2112.

Pizza Villa features American-style pizza, calzones, salads and oven-baked sandwiches as well as patio dining and a children's playground. Welcome to the largest pizza facility in the U.S. Navy! Call 727-3213.

Intramural Sports programs offer a wide variety of team and individual sports including softball, basketball, volleyball, flag football, soccer, golf, bowling, running, triathlons, cycling and more. Call 727-1916.

Flix Theater offers current movie releases from Wednesday through Sunday in digital surround sound. Additionally, Rota is home to the only operational **Drive-In Theater** in the Navy. Drive-in movies are heard in FM stereo. Call 727-2328.

Youth Sports Programs offers organized team sports and activities to improve athletic and motor skills while developing self-esteem, team work and good sportsmanship. Team sports are offered year-round and include baseball, soccer, flag football and basketball. Individual sports clinics such as tennis, volleyball and more are also offered in between regular league play. The Youth programs is made possible by the hard work of dedicated volunteer coaches and officials. If you are interested in volunteering, please contact us to get started today. For more information, call 727-4721 or email at youthsports@rotamwr.com.





active duty Navy and Marine Corps members. If you don't already have a loan balance, you might qualify for this quick and easy loan option.

In other non-financial assistance, NMCRS provides a Visiting Nurse who offers in-home health education to active duty and retired Navy and Marine Corps. Society nurses provide a wide range of health education for service members and families with various needs. For example, they work with parents and newborns to ensure new parents understand the basics of newborn care, and they help retirees maintain independence or find assistive services as necessary. Our Visiting Nurse Programs also offers various free classes and support groups every month.

NMCRS also has a Thrift Shop here at Naval Station Rota. You can find bargains on furniture, 110v and 220v appliances, uniforms, books and lots more at a fraction of the original cost. Before spending your hard-earned paycheck, check out the savings available at the NMCRS Thrift Shop!

If you need financial assistance when you arrive, please stop by the NMCRS office or call 727-1614.

American Forces Network (AFN) Radio and Television

AFN Rota provides radio and television programming from the American forces stationed in Spain.

General broadcast radio operates 24-hours-a-day and features Naval Station information, local DJ shows, most music formats, news, sporting events and talk shows. The frequency is stereo FM 102.5, 92.1 in Morón. They also control the base information channel.

American Red Cross

The Service to the Armed Forces branch of the American Red Cross provides active duty, DoD civilians and dependents at Naval Station Rota with a variety of programs to increase community resiliency.

Programs include emergency messages to support leave requests during a family emergency, a variety of professional and lay volunteer opportunities for youths and adults, CPR and babysitting classes, disaster preparedness training and response, community education programs and much more.

The American Red Cross is located in Building 3293 and can be reached at 727-2333, Rota@RedCross.org or after-hours at the stateside call center, 877-272-7337.

Navy-Marine Corps Relief Society

NMCRS provides interest free financial assistance to active and retired personnel and their family members in times of emergency. This assistance is not limited to just our Navy and Marine Corps members but is available to members from all branches of the U.S. military.

First month's rent and deposit is a common request for newcomers to Rota as personnel are usually required to have the money available before they can sign their lease. NMCRS can normally assist with this expense while you are waiting for your local military entitlements to begin.

NMCRS Rota also offers the Quick Assist Loan program for

Shopping

Rota's main Navy Exchange (NEX) complex, which opened in 2007, is centrally located on the base. The NEX carries clothing for the entire family, giftware, shoes, books and magazines, DVDs and CDs, uniforms, electronics, furniture, sporting goods, jewelry and housewares. Additionally, contract vendors in the NEX complex include a floral shop, barber shop and beauty salon, optometrist, photo studio, Subway and Cafe Andalucia, which proudly brews Starbucks coffee. Call 727-2391 for more information.

Baskin-Robbins Ice Cream is located near the Rota gate. Call 727-2151.

Commissary

Rota's commissary offers nearly 10,000 grocery and miscellaneous items and has a full-service deli/bakery. Rotisserie chicken, Panini sandwiches, several hot foods, deli meat and cheese trays and self-service fruit and vegetable salad bar are available. Call 727-2580.

As with all overseas commissaries, they accept coupons up to six months past the expiration date as well as the new Rewards Card coupon program.

Shopping Off Base

Though the commissary stocks most everything needed, off-base supermarkets, or "supermercados," are plentiful and provide a rich selection of local and international food items. Some of the freshest produce and fish can be found there. Special features may include a full aisle of various olive oils and wine selections. These in-town stores also carry many European products not found in American supermarkets.

Shopping at supermercados means you need to learn how to read product labels in Spanish; however, it is easy to accomplish. In

the Rota area, the main supermercados are Mercadona, Carrefour and Supersol.

The El Paseo Mall in nearby El Puerto de Santa María has a Carrefour with products similar to a Walmart in addition to its grocery section. There are several other malls and speciality shops in the area.

Most neighborhoods also have “mom-and-pop” shops. These are the places to find fresh bread (panadería), fresh fruit and vegetables (frutería), not to mention friendly conversation and perhaps a sample of the day’s melon or ham (‘jamón’) at the carnicería. Find one, patronize it and you’re sure to make a friend or two.

Education

Navy College Office

Through the Navy College Office, military personnel, civilians and their family members are able to pursue vocational certificates and associate, bachelor’s or master’s degrees. Navy College counselors are available to assist all clients in developing and executing their education plans through one of the on-base education providers or through one of the many colleges and universities offering online programs. Counselors can assist in evaluating military service experience and training for college credit and can recommend college level testing programs, as appropriate.



In addition, counselors have information on tuition assistance programs for active duty personnel, MyCAA for military spouses, federal financial aid programs, veterans’ education benefits and many scholarship programs.

SAT and ACT exams are offered to military personnel and proctoring services are available for all students enrolled in distance learning programs. For specific information on eligibility and scheduling of exams, contact the Navy College Office at nco.rota@eu.navy.mil.

DLPT, DLAB Testing at the NCO

Navy College Office Rota has assumed responsibility for the Defense Language Proficiency Test (DLPT) and Defense Language Aptitude Battery (DLAB). Testing is by appointment only, walk-in testing will not be permitted. Individuals without OneNet access must call 727-2126. They will coordinate a time for the individual to come by to Building 3269 to start filling out the SAARN for access to OneNet. Access to OneNet is a requirement for DLPT/DLAB testing and a requirement to set up the appointment for testing. For more information, please call 727-2798/2785.

Central Texas College

Central Texas College offers certification and associate degree programs in criminal justice, early childhood programs and fire protection services. Credit is given for military training and other college coursework as appropriate to the degree program. Central Texas College offers certification and associate degree programs in criminal justice, early childhood programs, homeland security, fire protection services and many more. These degrees are obtained by giving students the option to take classes face-to-face, WeBB, and through distance learning (online). Credit is also given for military training and other college coursework as it applies to the degree program.

Embry-Riddle Aeronautical University (ERAU)

Embry-Riddle Aeronautical University, Rota Campus offers service members the opportunity to work towards an associate or bachelor of science in aeronautics, bachelor of science in aviation business administration, aviation security and associate or bachelor of science in technical management with concentrations in: engineering sciences, facilities and construction management, logistics management, occupational safety and health, project management, information security and management of information systems. Additionally, ERAU offers a master of aeronautical science and a master of science in unmanned aerial systems. Five modes of learning are available to students: face to face, blended, EagleVision Home and classroom (web video-conferencing) and online learning. Credit is awarded for military training and course work from most colleges, as appropriate to the degree program.

Embry-Riddle Aeronautical University, Rota Campus offers service members and civilians the opportunity to work towards Associates, Bachelors, and Master’s degree levels in a variety of technical fields, in addition to our AMT Part 65 Certificate. Some of the programs offered include: AS/BS Aeronautics, AS/BS Aviation Maintenance, AS/BS Technical Management, AS/BS Aviation Business Administration, BS Aviation Security, BS Unmanned



Aerial Systems, MS Aeronautics, MS Unmanned Systems, MS Human Factors and Master of Aviation Maintenance. Five modes of instruction give students the flexibility to learn via Face to Face, Blended, EagleVision Home, EagleVision Classroom (web video-conferencing) and Online Learning. Transferability of military earned credit is applied to the majority of degree programs. More than 120 locations available globally support student advancement and degree completion in the U.S. and abroad.

University of Maryland University College (UMUC)

UMUC Europe offers students the opportunity to complete coursework in a variety of different degree programs. UMUC Europe offers four certificate programs, eight associate degree programs, eighteen bachelor degree programs and four graduate degree programs. Students located in Europe also have the opportunity to enroll in UMUC stateside classes and degree programs. Here in Rota we offer face-to-face classes several times throughout the academic year. Students are also welcome to participate in the many online classes that UMUC offers in Europe, Asia or stateside. The local Rota UMUC office manages the National Testing Center and is equipped to offer CLEP, DSST and Pearson Vue exams.

University of Oklahoma

The University of Oklahoma offers face-to-face course work with renowned, home campus faculty in a one-week intensive format leading to a master of human relations (MHR), which can be completed in 16 to 24 months. The program has no entrance exam requirements as well as a non-thesis option and all undergraduate majors are acceptable for entrance into the program. Please visit us on the web at <http://www.gouou.edu>.

Base K-12 Schools

David Glasgow Farragut (DGF) Elementary and Middle/High School is the DoDEA school on base.

Education from pre-kindergarten through 12th grade is provided for eligible family members at the David Glasgow Farragut (DGF) Elementary and Middle/High Schools, located in the housing area on base. Kindergartners must be 5-years-old and 1st graders must be 6-years-old by Sept. 1.

For proof of age you will need birth certificates for school entry in the first grade and kindergarten. Ask the school that they now attend to send transcripts of your children's schoolwork and their scores on standardized tests to DGF. Bring all of your children's other records that you have as they will suffice until official transcripts are received from the previous school.

Hand-carried transcripts will be accepted by the elementary and middle/high schools only until official transcripts are forwarded from the previous school. Records of the children on Individual Educational Programs (IEP) must be hand carried by the parents.

School bus transportation is available for eligible students residing within the school commuting zone off-base and temporarily staying at the Navy Lodge on base. Rota, Costa Ballena, Southern Chipiona and El Puerto de Santa María are included in the zone, but not all residences have bus stops close by. Please check with the Housing Welcome Center or the School Bus Office for details.

The Navy Exchange has a contractor-operated school meal program at the school cafeteria. Once registration is complete and students receive a student identification number from the front office, an automated meal account can be set up at the Navy Exchange Customer Service counter and students will receive a PIN.

Elementary School

The purpose of DGF Elementary School is to provide the best possible education for your child. The teachers are highly skilled, teaching materials are current and the staff is willing to serve and



Requirements for Secondary students, please refer to <http://www.dodea.edu/StudentServices/Graduation/index.cfm>. There are three documents on this website that are intended to help students and parents to determine the number of credits and the distribution of credits by subject area required to receive a DoDEA standard diploma or an honors diploma.

Extracurricular activity programs are offered, including Student Council, Yearbook, Drama, Junior National Honor Society, Junior Student-2-Student Club, International Club, various sports and others. A broad range of varsity athletic programs are offered for high school students, with competitions arranged with host nation and international schools in the area, as well as other DoDDS schools in England, Germany and Italy.

Registering New Students:

- Documents needed to register new students include:
- A copy of sponsor's orders for each student.
- Sponsor's ID card.
- Full address of sponsor's command.
- Student's school records from his or her last school, along with report card(s) and transcripts.
- All kindergarten and first grade students will need their birth certificate or passport.
- For active duty: DoDDS form 803 from PSD Rota, listing family members that are command-sponsored.
- For DoD civilians: memorandum from Human Resources Office, certifying command-sponsored family members.
- Emergency contact other than spouse (name and telephone number).
- Immunizations DS form 122.

Immunizations required for DoDDS Schools:

- Diphtheria, Tetanus and Pertussis: four to five doses required; final dose given after 4th birthday. Booster required for children ages 11 - 12.
- Polio: three to four doses required; final dose after the 4th birthday.
- Measles, Mumps and Rubella: Two doses required.
- Hepatitis A: two doses required.
- Hepatitis B: three doses required.
- Haemophilus influenzae type B (Hib, Hib-HepB): two to four doses.

support the student population.

In addition to grade level teachers, a nurse, a counselor, school psychologist, librarian, and educational technologist are available. Additionally, there are Support Specialists for English Language Learners, Math and Literacy Support, Learning Impaired (LI), and Speech-Language Pathology (SLP). Instruction in Spanish, art, music and physical education is provided by credentialed specialists. A host-nation teacher provides familiarity with the Spanish language, culture and traditions.

The preschool program provides an individual educational program for exceptional preschool children (three to five years old) who, after identification and assessment by a multidisciplinary team, are determined to require early educational intervention. Sure Start early education is also provided to families of 4-year-olds who qualify, typically E4 - E6. Prospective students must turn 4 years of age by Sept. 1.

Students need a current immunization record and a birth certificate to register. The spouse of a sponsor may also register a new student.

Middle/High School

DGF Middle/High School has a comprehensive program for students in grades 6 through 12. Teachers are supported by a middle school counselor, a high school counselor, a reading support, math support, and English-as-a-second-language (ESL) teacher, a media specialist, gifted education coordinator, school nurse and a program for students with disabilities.

Sixth, seventh and eighth grade students take a core group of subjects English, Math, Social Studies, Science, Physical Education, Advisory, and a variety of exploratory offerings each year. Exploratory courses can include, but are not limited to, foreign language courses, professional technical courses, fine arts courses, scientific studies courses, and business courses. Reading is a required course for grade 6 students.

DoDEA graduation requirements differ depending on the year a student enters 9th grade. For more information on Graduation





- Varicella/Chicken Pox: If no evidence of immunity, two doses required.
- A certificate of vaccination from the World Health Organization, properly signed and authorized by a medical officer or private physician is required. This certificate should be kept in your possession at all times as evidence of immunization.



Educational and Developmental Intervention Services (EDIS)

EDIS is a multidisciplinary team offering diagnostic screenings, evaluations and treatments for children. The multidisciplinary team consists of a clinical child psychologist, occupational therapist, physical therapist, speech/language pathologist and early childhood special educator. For more information on EDIS services, call 727-4029.

Off-base Schools

Families may opt to utilize various private and public Spanish schools. The process of enrolling students in the Spanish public or government subsidized school system is based on points, where you live, your income and family members, if any, already enrolled in that school. Bear in mind that when it comes to these types of schools, you cannot choose. The point system will determine the school your child will attend. Like in the States, these schools are paid for by the government, so you do not have to pay any tuition, but you will be responsible for getting your kids to and from school (no buses).

If you live on base, you are zoned exclusively to Rota schools. Off-base residents go to the public schools in the city in which they reside in.

If you choose a private school, there are three in El Puerto de Santa María and four in Jerez de la Frontera. The tuition fees for these schools are paid by the families. School transportation is normally available from Rota to Jerez de la Frontera and El Puerto de Santa María.

Paperwork for enrollment must be submitted in March for primary school (6-years-old and above) and infant education second cycle (4 to 5 years-old). April is the enrollment month for infant education first cycle (Newborn to 3 years-old). You must check the school bulletin board to see the official admission list. You may download the application from <http://www.juntadeandalucia.es/educacion/>.

If you are coming to Rota during summer, you will have to wait until the beginning of September to initiate the enrollment process as they take the summer off. If you come during the school year, your child will be registered with the school that has a spot available. The age of your child makes a great difference in how he or she will adapt to the learning material and unfamiliar environment.

It is not as vital for younger children to be fluent in Spanish, as they often pick it up faster and, ultimately learn both languages at the same time.

Older children not already fluent in Spanish will often need a tutor to help them through their Spanish-taught curriculum.

Since all courses are taught in Spanish, family support is vital for student success. An open enrollment Spanish school workshop is offered in February and a Space Available Spanish school workshop is offered in August. The educational delegates from Rota and Puerto, in collaboration with the School Liaison Officer (SLO), outline the enrollment process, curriculum, student life and differences in the American and Spanish education system. For help and assistance please reach out to our SLO at www.cnic.navy.mil/rota_slo.

Tenant Commands

725th Air Mobility Squadron

The 725th Air Mobility Squadron provides en route support for Air Mobility Command (AMC) strategic, theater and contract aircraft transiting to Naval Station Rota, Spain. They perform aircraft generation, launch and recovery actions, operate an Air Mobility Control Center, Aerospace Ground Equipment Flight and a Forward Supply Location. They also manage AMC missions and aircrew operations, provide technical expertise to Navy/Spanish contractors on transportation issues and support DoD, NATO and higher headquarter taskings.

521st Air Mobility Operations Group

The 521st Air Mobility Operations Group provides combat ready Airmen who safely and effectively perform aircraft maintenance, execute aerial port operations and provide command and control for operational requirements of the Defense Transportation System. The 521st is the premier fixed en route air mobility operations group.

Commander Destroyer Squadron 60

The mission of Commander Destroyer Squadron 60 is to serve as the Immediate Superior in Command (ISIC) over four Arleigh Burke Ballistic Missile Defense destroyers. Their duties include supervising the manning, training, and equipping of these vessels in order to maintain maximum degree of combat readiness. The four destroyers stationed in Rota are USS Donald Cook (DDG 75), USS Ross (DDG 71), USS Porter (DDG 78) and USS Carney (DDG 64).

Commander, Task Force 68

The mission of CTF 68 is to exercise tactical control and functional component command over assigned forces for the direction, control and approval of movements, maneuvers and operations necessary to accomplish Commander, U.S. 6th Fleet missions and tasks.

Defense Service Office North

The Defense Service Office North Branch Office Rota (DSO North) is dedicated to providing the highest quality legal representation to military service members as efficiently as possible. They represent service members at administrative separation boards, boards of inquiry and courts-martial, in addition to providing advice to service members on defense related topics such as non-judicial punishment (NJP), Article 31(b) rights, complaints of wrongs and a wide array of other issues.

Explosive Ordnance Disposal Mobile Unit 8, Detachment Rota

This command has operational EOD capability to locate, identify, detect, render safe, recover, field evaluate and dispose of all explosive ordnance, as directed by Commander, U.S. Naval Forces Europe. The command conducts demolition operations to include disposal of retrograde ordnance, support U.S. Secret Service and Department of State tasking and support minor ships husbandry services as required by COMNAVACT Spain.

Explosive Ordnance Disposal Mobile Unit 8

Explosive Ordnance Disposal Mobile Unit 8 provides an operational explosive ordnance disposal capability to locate, identify, render safe, recover, field evaluate and dispose of all explosive ordnance

as directed by Commander, Task Force 68. Additionally, the command provides platoons to Special Operation Command Europe, supports U.S. Secret Service and Department of State tasking in Europe and provides Force Protection diving and other routine diving and demolition services as required.

Forward Deployed Regional Maintenance Center

Forward Deployed Regional Maintenance Center (FDRMC) was established in June 2014. The headquarters of the RMC is in Naples, Italy with detachments in Rota, Spain and Manama, Bahrain. The three sites provide similar services to U.S. Navy ships in 5th and 6th Fleets. In general, Naples provides assignment and oversight for all Voyage Repairs and for Fleet Technical Assists (FTA). Detachment Rota provides ship repair and modernization contract management oversight for all pierside availabilities for the four destroyers stationed in Spain. Rota also provides specialized FTA for ships in 5th and 6th Fleets. Detachment Bahrain provides similar services for MCMs and PCs homeported in Manama.

The organization is staffed with both military members and civilians. The military members are mostly technical skill NECs who go aboard Navy ships and fix systems and components. The civilians are primarily waterfront centric (RMC or Naval Shipyard Waterfront Operations, Safety/Environmental, Quality Assurance, Intermediate Level, and Engineering/Technical) with the support offices consisting of an Administrative Office, Comptroller, Finance, and Corporate Operations.

Detachment Rota currently has 60 civilians and six military members onboard with plans for continued growth over the next few years.





Navy Environmental and Preventative Medicine Unit 7

The Navy Environmental and Preventive Medicine Unit 7 was commissioned in Rota, Spain in June 2014. The unit's mission is to protect and preserve force health readiness through provisions of theatre-wide preventive medicine support to Navy and Marine Corps forces, joint and combined military operations and allied governments when directed by higher authority. The unit has a rich history of service in theater, originally commissioned in May 1957 in Naples, Italy but removed in 2006 with a European drawdown in forces. The unit now meets an increasing demand for public health support in the EUCOM and AFRICOM area of operations.

Navy Munitions Command Detachment, Rota, Spain

Navy Munitions Command Detachment, Rota operates and maintains explosives ordnance facilities in Rota, Spain. It meets all DoD conventional ammunition requirements and providing fleet ordnance support locally and to Commander, 6th Fleet/Commander, Naval Facilities Europe-Africa, Marine Forces Europe and other U.S. Fleet Forces commands.

U.S. Naval Hospital Rota, Spain

U.S. Naval Hospital Rota provides health services for all active duty personnel, retirees, DoD civilians, contract employees and family members in the Rota community. In addition to in-patient and out-patient services, ancillary health services include laboratory, pharmacy and radiology. Outpatient clinics provide primary care with specialty support in aviation medicine, dental, internal medicine, obstetrics/gynecology, optometry, orthopedics, pediatrics, psychiatry, family practice, physical therapy and surgery. With more than 250 health care professionals supporting your community facility, the hospital staff strives daily to provide the best health care in the world.

Emergency services are available 24/7. Please call 727-3305 or 727-3560 for more information. The dental services directorate provides dental services to active duty personnel and their command-sponsored family members. Other eligible beneficiaries are provided basic preventive, routine and restorative care. DoD civilians are charged an itemized fee while retirees and their family members may be provided treatment on a space-available basis.

To obtain a referral for specialty dental care, active duty personnel and their family members must first be examined to identify all required dental treatment. Orthodontic (braces) and prosthodontic (crowns, bridges, dentures) treatment is sometimes limited and based on the severity of need and panel recommendations.



Naval Facilities Engineering Command (NAVFAC) Europe, Africa and Southwest Asia, Public Works Department Rota

Public Works Department Rota is a forward deployed extension of NAVFAC EURAFSWA and provides quality construction, proactive operational support for utilities and infrastructure services and expert engineering solutions to the DoD tenants aboard NAVSTA Rota. Public Works Department Rota is led by a Civil Engineering Corps commander and works directly for the installations commanding officer.

PWD Rota provides a single point of contact for tenants to contact in the event of a facility issue. The trouble desk numbers are 727-2347 and 727-2348.

Naval Supply Systems Command Fleet Logistics Center (NAVSUP FLC) Sigonella, Italy - Site Rota

Naval Supply Systems Command Fleet Logistics Center (NAVSUP FLC) Sigonella, Italy - Site Rota provides logistics and business support services to fleet, installation and other service components throughout Europe and Africa, serving as the point-of-entry and point-of-departure shipping and receiving agent for material from the U.S. via the East Coast. Services include: supply chain management, material handling equipment support for intermodal operations, contracting, hazardous material management, household goods and vehicle processing and postal operations.



Fire and Emergency Services

The Rota fire department consists of three fire stations spread throughout the base installation each with full-response and emergency services capability. The fire prevention office is located in bldg. 3257 (across the street from the base movie theater). We provide information,

training and assistance on a variety of subjects such as smoke detectors, transformers, gas (butano) bottles, fire extinguishers, European electrical information and child car seat installation instruction plus additional subjects. We also provide unit safety and holiday briefings, unit messages, fire drills and safety walkthroughs as requested. Please stop by if you have any questions or concerns.

Personnel Support Detachment Rota

Personnel Support Detachment (PSD) Rota Spain is a member of the United States Navy Pay and Personnel Support Center (NPPSC) global network. PSD Rota continuously strives to meet the needs of its customers through delivery of accurate and timely military pay, personnel and passenger transportation services in the European theater of operations.

Hours of Operation:

Main Office Hours: 9 a.m. to 3:30 p.m. for the following:

- No-Fee Passports
 - CAC/ID Card Issuance
 - Retirements/Separations/Fleet Reserve Transfer Final Appointments
 - Meal Card Issuance
 - Advancement Exam Worksheet Signing (TBA)
 - All other business shall be conducted with Command Pay and Personnel Administrators (CPPA)
- CAC/ID Card Lab: 9 a.m. to 4:30 p.m. (by appointment)
Cashier's Cage: 9 a.m. to 3 p.m.

Region Legal Service Office (RLSO)

The Region Legal Service Offices, staffed by licensed military and civilian attorneys, legalmen and civilian employees, provides legal assistance in the areas of military justice, Spanish criminal and civil cases, command advice, family law, estate planning and immigration. The staff also prepares and executes wills, drafts powers of attorney and conducts notarizations.

Veterinary Treatment Facility, Rota

The Naval Station has one U.S. Army veterinarian whose primary mission is food inspection and care of government owned animals. Privately owned animal care is provided within time and equipment limitations. The surrounding area has several qualified veterinarians, and a list is available at the Veterinary Treatment Facility.

Naval Computer and Telecommunications Area Master Station Atlantic (NCTAMS), Detachment Rota

NCTAMS provides command, control, communications, computers and telephone services to Naval Station Rota, its tenant commands, DoD customers throughout Spain and Portugal and others as directed.



So Now What?

Now that you have officially arrived in Rota, your first few weeks will probably go by in blur. In fact, you will more than likely spend plenty of time being overwhelmed and confused during this transition time but don't worry, it's only temporary. Soon enough you'll find yourself enjoying this new adventure so take a deep breath and just experience everything as it comes. To help organize your process we have included a checklist and valuable websites and contact information for your convenience on the following pages. Until then, enjoy the adventure and welcome to beautiful Rota, Spain!



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FPO AE 09645-0001

Notes:



Moving to Rota To-Do Lists

Congratulations! You're moving to Naval Station Rota! Now what? Have you...

1. Requested a sponsor?
2. Made contact with your sponsor?
3. Scheduled your overseas medical screening for you and dependents?
4. Scheduled your move(s) using move.mil?
5. Visited Rota's official website
6. Submitted your housing application through HEAT?
7. Started viewing off-base houses listed in the Rota housing office?
8. Located your nearest VPC to ship your allotted one vehicle?
9. Coordinated your travel with your current PSD?
10. Notified your landlord, rental agent or housing office about your upcoming move?
11. Coordinated travel for your pet?
12. Requested school records for your kids?
13. Coordinated temporary lodging for before and immediately after arrival?
14. Ensured all I.D. cards are valid (DoD, driver's license, etc.)?

Before your pack out, please make sure you have the following items in your carry-on:

1. Copies of orders
2. Updated copy of NAVPERS 1070/602 (pg. 2)
3. Valid military I.D. cards
4. OPNAV N130 (or N451) letter authorizing sponsor to move family to Rota in advance of their permanent change of station (if applicable)
5. Completed overseas screening for service member and all dependents
6. Health records
7. Immunization records
8. Dental records
9. Birth certificate(s)
10. Marriage certificate/divorce decree



11. Citizenship/naturalization papers
12. Social security cards
13. No-fee Passports for all dependents
14. A valid driver's license (cannot accept an expired driver's license even if your state allows it)
15. Travel receipts
16. Power of attorney if necessary

For parents of school-aged children:

17. School records

For pet owners bringing pets:

18. Pet health certificate must be current (within 10 days) before your flight

If you are bringing a vehicle to Spain, you must:

20. Bring a valid U.S. vehicle registration
21. Present a valid vehicle insurance card for Spain (Green Card)
22. Have current U.S. license plates on the vehicle
23. Present a power of attorney if the active duty sponsor is not present

If driving from outside Spain:

24. If driving to Spain from any OCONUS location, contact detailer for funding approval.

Important Websites

Naval Station Rota

http://www.cnic.navy.mil/regions/cnreurafswa/installations/ns_rota.html

Military Installations Database

<http://www.militaryonesource.mil>

NAVSTA Rota Facebook

<http://www.facebook.com/USNavalStationRota>

U.S. Naval Hospital Rota, Spain

<http://www.med.navy.mil/sites/nhrota/Pages/Home.aspx>

Tourist Passport

http://www.cnic.navy.mil/regions/cnreurafswa/installations/ns_rota/about/departments/administration/passport-services.html

No-fee Passport Information

http://www.cnic.navy.mil/regions/cnreurafswa/installations/ns_rota/about/tenant_commands/personnel-support-activity-europe--detachment-rota--psd--/passport-information.html

NGIS

<http://www.DoDlodging.net/>

NAVSTA ROTA Housing

https://www.cnic.navy.mil/regions/cnreurafswa/installations/ns_rota/ffr/housing_and_lodging.html
<https://www.cnic.navy.mil/HEAT>

Rota Vet Clinic

<https://www.facebook.com/pages/Rota-Vet-Clinic/177876345561231?fref=ts>

AMC Terminal

<http://www.amc.af.mil/Home/AMC-Travel-Site/>

Vehicle Pick-Up

<http://www.pcsmypov.com>

Motorcycle Information

<http://navymotorcyclerider.com>

Rota MWR

<http://www.navymwrrota.com>

Civilian Jobs

<http://www.usajobs.gov>
<http://www.NavyExchange.jobs>
<http://www.navymwrrota.com/jobs>

Relocation Services

<http://www.militaryinstallations.DoD.mil>

Navy College Office Rota

www.facebook.com/Navy-College-Office-Rota-1119720022223929

American Red Cross, Rota, Spain

www.facebook.com/RedCrossRota/

Navy-Marine Corps Relief Society - Rota

www.facebook.com/rota.nmcrs

EDIS

www.med.navy.mil/sites/nhrota/EDIS/Page/default.aspx

Ombudsman

<https://ombudsmanregistry.cnic.navy.mil/?m=contactombudsman>

AFN

<http://www.afneurope.net/Radio/AFN360InternetRadio/tabid/2174/Default.aspx>

DeCA Commissary Rota

<http://www.commissaries.com/stores/html/store>

[cfm?dodaac=hqce5u&page=home](http://www.commissaries.com/stores/html/store)

DoDEA Schools - DGF Elementary and Middle/High School

<http://www.rota-es.eu.dodea.edu/>
<http://res.mdso.eportalnow.net/>
<http://www.rota-hs.eu.dodea.edu/>
<http://www.dodea.edu/StudentServices/Graduation/index.cfm>

Application for off-base schools

<http://www.juntadeandalucia.es/educacion/>





Base Services Phone Numbers

To call a number below from base, dial “727” and the 4-digit extension. When calling an on-base number from an off-base phone (cell) dial “956-82” followed by the 4-digit extension. To call commercially from the U.S., dial 011-34-956-82-XXXX.



ON BASE EMERGENCY

Personal Cell Phone: 956-82-2911
U.S. Government Land-Line: 911 or 727-2911
U.S. Government Cell Phone (VPN): 727-2911 or 956-82-2911

Off-base emergencies: **112**

Hospital Emergency Room

727-3307 / 727-3308

Non-emergency dispatch

727-2000

Public Works Trouble Desk

727-2347 / 727-2348

Hospital Quarterdeck: 727-3305/3560

NAVSTA Rota Admin: 727-1552

AFN Rota: 727-2121

American Red Cross: 727-2333

Barbershop/Beauty Salon: 727-4034

Base Communications Cashier: 727-1001

Central Texas College: 727-2574

Chapel: 727-2161

-After-hours Chaplain: 727-2222

Commissary: 727-1259 / 1293

Defense Service Office: 727-2531

Dental Front Desk: 727-3733/3734

DGF Elementary: 727-4185/4187

DGF Middle/High: 727-4183

Embry-Riddle Aeronautical University: 727-2984

Fleet and Family Support Center: 727-3232

Fleet Mail Center: 727-2977

Hospital Appointments: 727-3618/3620

Housing Office: 727-2398

Human Resources Office: 727-1643

Navy College Office: 727-2785

Navy Exchange: 727-2391

Navy Lodge: 727-2643

Navy-Marine Corps Relief Society- 727-1614

-NMCRS Visiting Nurse: 727-3459

NGIS: 727-1871

NEX Mini-Mart: 727-1258

NEX Vehicle Rental: 727-2002 / 2675

NEX Autoport: 727-2454/3759

ITV Inspections: 727-2450

Overseas Screening: 727-3481

Pass and ID: 727-1610/1611

Passport Services: 727-3129

Post Office: 727-3105

Public Affairs/Coastline: 727-1021

RAWL: 638-31-6658

Region Legal Service Office (RLSO) : 727-2531

Space-A Info: 727-2411 / 2171

Telefonica Help Desk: 727-2555

University of Maryland: 727-2917

University of Oklahoma: 727-2799

Vehicle Registration: 727-1607

Veterinary Treatment Facility: 727-3179

WIC: 727-2921

MWR Facilities

Aquatics Center: 727-2129

Child Development Center: 727-1100

Gravity Teen Center: 727-4721

Expeditions MWR Traveler (ITT/Outdoor Recreation): 727-3101

Fitness Center: 727-2565

Fleet Landing: 727-1920

Golf: 727-2260

Housing Pool: 727-4881

La Plaza: 727-1995

Liberty Center: 727-2527

Library: 727-2418

Pinz: 727-2112

Pizza Villa: 727-3213

School Age Care: 727-2839

Athletics: 727-2565

Flix Theater: 727-2328

Drive-in: 727-4205

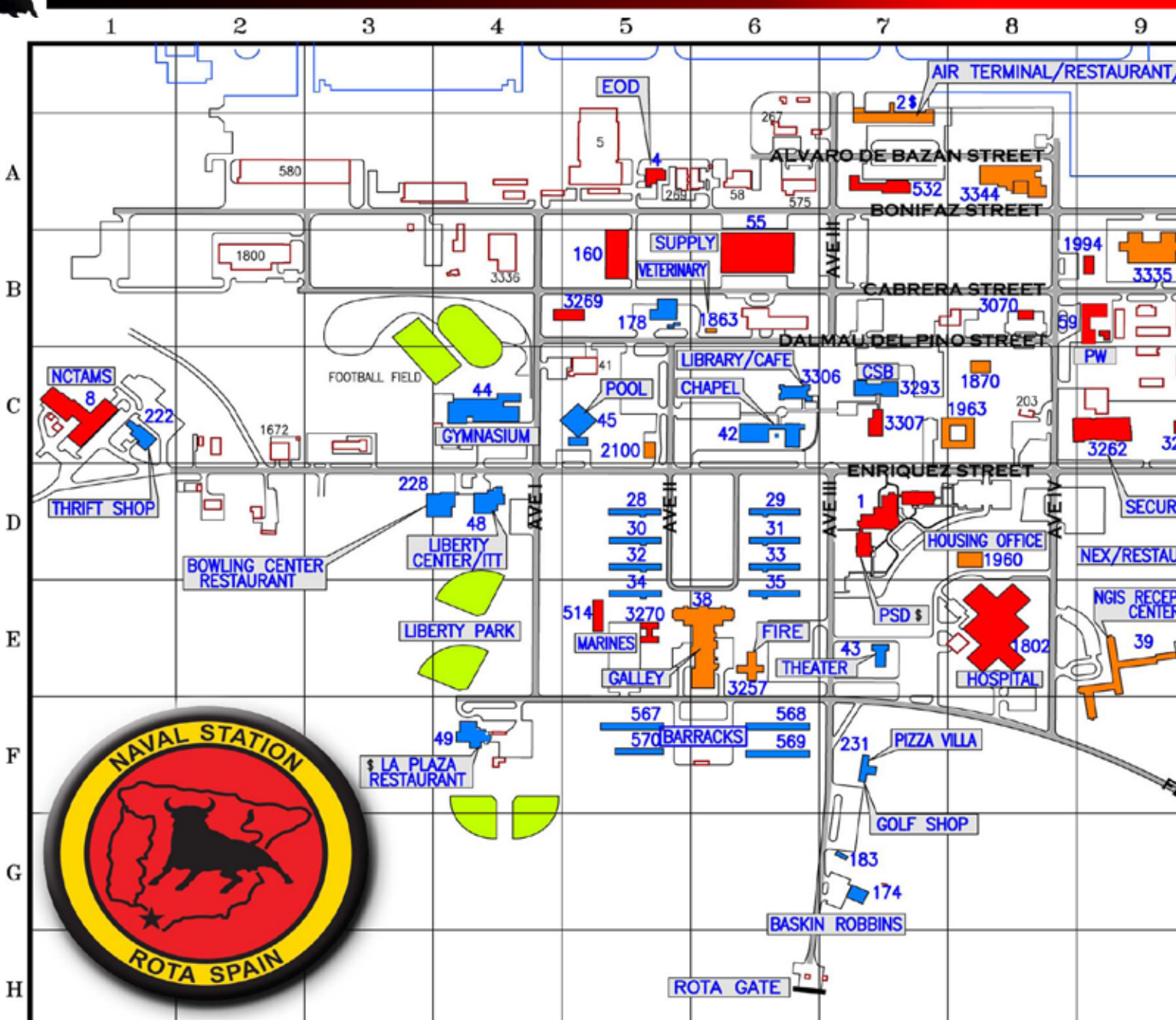
Youth Sports: 727-4781

Taxi Information

Rota Taxi: 956-84-0085 / 956-82-2929

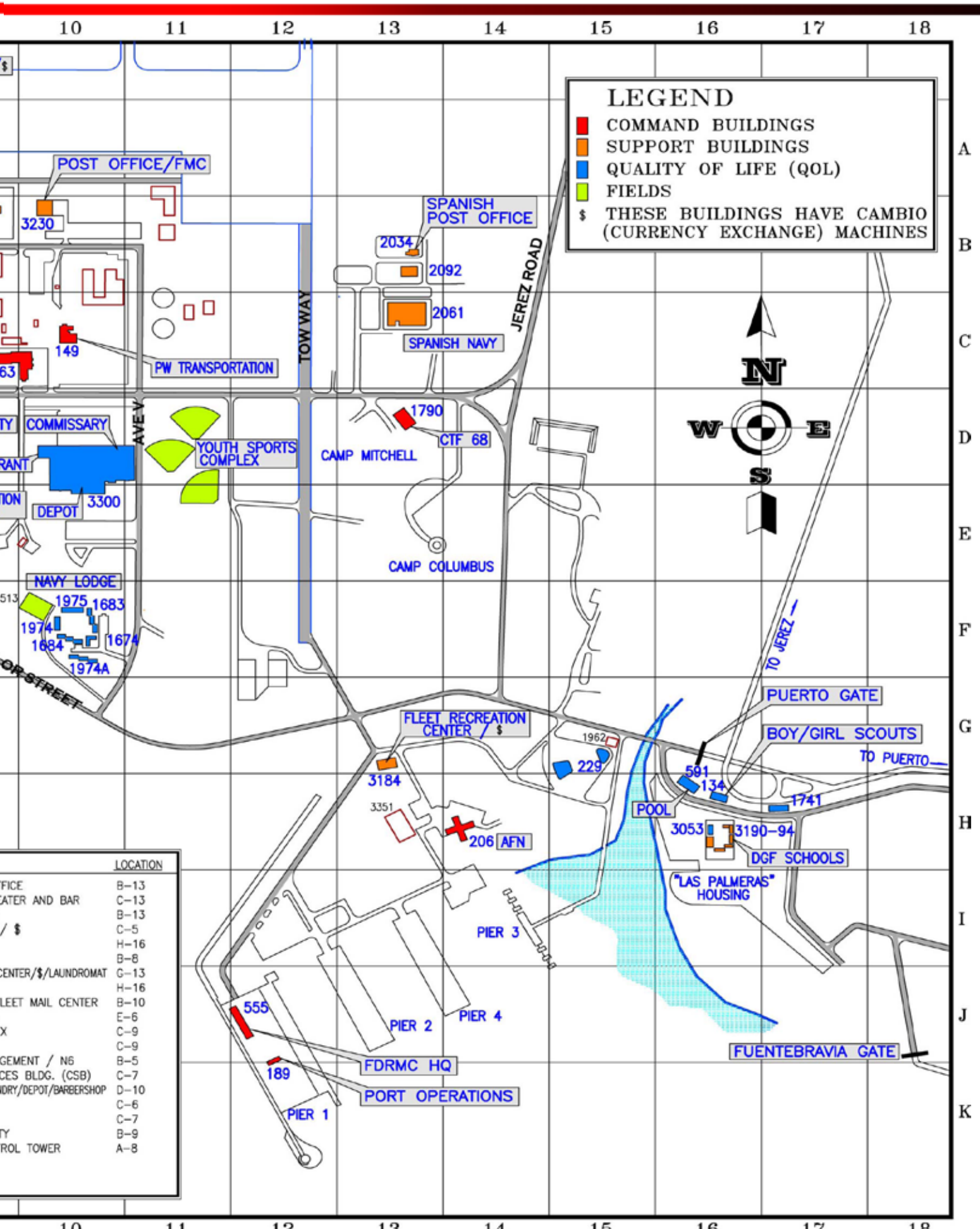
El Puerto de Santa Maria Taxi: 956-85-8584

Notes:



BLDG.#	FACILITY	LOCATION	BLDG.#	FACILITY	LOCATION	BLDG.#	FACILITY
1	NAVSTA HQ/PSD/ADMIN/MWR/HRO/\$	D-7	183	LAUNDROMAT	G-7	2034	SPANISH POST OF
2	AIR TERMINAL/RESTAURANT/\$	A-7	189	PORT OPERATIONS	J-12	2061	REM SPANISH THE
4	EOD HQ	A-5	206	AFN	H-14	2092	BANCO BBVA / \$
8	NCTAMS/TELEPHONE CASHIER OFFICE	C-1	222	THRIFT SHOP	C-1	2100	BANCO POPULAR
28-31, 35	NGIS BARRACKS	D-5/6, E-6	228	BOWLING CENTER/GRILL RESTAURANT	D-4	3053	YOUTH CENTER
32-34	FAST COMPANY BARRACKS	D-5/6, E-5	229	DRIVE IN MOVIE THEATER	G-15	3070	NEPMU 7 HQ
38	GALLEY	E-6	231	GOLF COURSE / PIZZA VILLA	F-7	3184	FLEET RECREATION C
39	NGIS RECEPTION CENTER/CHECK-IN	E-9	514, 3270	FAST COMPANY HQ	E-5	3190 TO 3194	DCF SCHOOLS
42	CHAPEL	C-6	532	521st AMOG HQ	A-7	3230	POST OFFICE / F
43	THEATER	E-7	555	FORMC HQ	J-12	3257	FIRE DEPARTMENT
44	GYM	C-4	567 TO 570	BARRACKS	F-5/6	3262	SECURITY COMPLE
45	INDOOR POOL	C-5	591	HOUSING POOL	H-16	3263	NCIS / EOD
48	LIBERTY CENTER/EXPEDITIONS/ITT	D-4	1674/83/84	NAVY LODGE	F-10	3269	EMERGENCY MANA
49	LA PLAZA - RESTAURANT / \$	F-4	1741	EDIS	H-17	3293	COMMUNITY SERV
55	SUPPLY	B-6	1790	CTF 68 HQ	D-13	3300	NEX/COMMISSARY/LAUN
59	PUBLIC WORKS ADMIN	B-9	1802	HOSPITAL / DENTAL CLINIC	E-8	3306	LIBRARY / CAFE
134	BOY/GIRL SCOUTS	H-16	1863	VETERINARY CLINIC	B-6	3307	CDS 60 HQ
149	PW TRANSPORTATION	C-10	1870	AFTER SCHOOL CARE	C-8	3335	AIR CARGO FACILI
160	COASTAL RIVERINE SQUADRON HQ	B-5	1960	HOUSING OFFICE	D-8	3344	AIR TRAFFIC CONT
174	BASKIN ROBBINS	G-7	1963	CHILD DEVELOPMENT CENTER (CDC)	C-8		
178	GAS STATION/AUTOPORT	B-5	1994	725th AMS HQ	B-9		

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LEGEND

- COMMAND BUILDINGS
- SUPPORT BUILDINGS
- QUALITY OF LIFE (QOL)
- FIELDS
- \$ THESE BUILDINGS HAVE CAMBIO (CURRENCY EXCHANGE) MACHINES



LOCATION	
OFFICE	B-13
EATER AND BAR	C-13
/ \$	B-13
	C-5
	H-16
	B-8
CENTER/\$/LAUNDRMAT	G-13
	H-16
FLEET MAIL CENTER	B-10
	E-6
	C-9
	C-9
AGEMENT / N6	B-5
ES BLDG. (CSB)	C-7
DRY/DEPOT/BARBERSHOP	D-10
	C-6
	C-7
	B-9
	A-8



Buen Viaje