



Military and Family Support Center Joint Base Pearl Harbor Hickam

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"Joint Base Pearl Harbor Hickam Military and Family Support Center"



Outbound Relocation Assistance Program

Planning Your Move: Military One Source provides service members and their families with access to information about their entitlements and benefits, points of contact, checklists, planning tools, and information on education and employment. **Plan My Move** will put you and your family in charge of your next move and smooth relocation experience:

<http://www.militaryonesource.mil/moving>

Plan My Move also provides you with a three-month calendar of steps you need to take to insure a smooth move for you and your family. You may also create a customized calendar specific to your needs and schedule. To create a customized calendar, return to the Plan My Move homepage and sign-in.

Looking for Contact Information at the New Base? Continuously updated by our staff, it's all right here for you and your family on: www.militaryinstallations.dod.mil

Living off Base at the New Location?

Automated Housing Referral Network (AHRN) ahrn.com is a popular website. It connects military members with housing in the off-base community. AHRN is longer funded by DoD. Available effective 29DEC14 is <http://www.homes.mil>.

Household Goods: The Joint Personal

HOMES.mil is a DoD Website

Property Shipping Office (JPPSO) is responsible for inbound and outbound shipments. Members are required to go online to: www.move.mil to process paperwork for shipment of household goods. Updating of your address and delivery information should be done as soon as you arrive at the new base. This website provides the status of shipments and allows users to schedule shipment for delivery when housing is obtained. For assistance E-Mail householdsgoods@navy.mil. Navy HHG Website <http://www.navsup.navy.mil/household>.

If you are interested in a **Personally Procured Move (PPM)**, also known as a "DITY" move, contact JPPSO at (808) 473-7782.

Shipping A Privately Owned Vehicle

(POV): Military members are authorized to ship only one POV at government expense.

International Auto Logistics

(IAL) - PASHA

Forrest Avenue

Pier 1

Honolulu, HI 96813

1-855-389-9499/808-670-3095

8:00 a.m. to 3:00 p.m.

Track your POV:

www.pcsmpov.com

Shipping a 2nd POV? Looking for a way to ship that second POV back to the mainland without spending a lot of your own money? The OPPORTUNE LIFT (OPLIFT) program might be just what you need. There may be a lengthy wait list for this process and wait time to receive the vehicle at the final destination. http://www.cnic.navy.mil/regions/cnrh/about/regional_departments/comnavsurgfrumidpac/opportune_lift_program.html

Sponsorship: All departing service members should be assigned a sponsor. If you have not been contacted by your sponsor, contact your gaining command/unit or your MFSC RELO managers to assist!

Major unit listing numbers can be found at www.militaryinstallations.dod.mil

Smooth Move Class: An MFSC monthly class that features subject matter experts from various departments to give you a better understanding of the PCS process such as: household goods shipments, basic allowances and entitlements, vehicle processing, Tricare /United Health, researching your new base and financial planning tips. Whether it's your first PCS or your last, this class has great information you don't want to miss! Sign up at: www.GreatLifeHawaii.com.



Lodging: Both Navy and Air Force may make reservations at either service's on-base lodging facilities. If you wish to stay off base or there is no availability on base, you must obtain a non-availability statement from lodging. Check out the list of **TLA approved** and **pet friendly hotels** by checking "TLA Approved Hotels" here: [TLA Hotels Oahu](#) Please do not rely on word of mouth – get the facts!

Navy: 1-800-NAVY-INN (808) 440-2290

Air Force: Royal Alakai (808) 260-1200 or (808) 448-5962/5974

All non-availability statements for **USN and USAF** are issued at Navy Lodge on Ford Island: 1275 Saratoga Blvd, Bldg 78 Honolulu, HI 96818-5029 (808) 440-2290 navylodge.hawaii@nexweb.org

Lodging with Pets: The [Army MWR Kennels](#) can board pets, however, space may be limited. Call: (808) 368-3456 for more information.



Housing/TLA: All personnel must report to their Housing Service Center (HSC) prior to departure. This is the only organization that can start your Temporary Lodging Allowance (TLA). TLA payment processing, if not done prior to transferring, will need to be done at your new duty assignment.

Navy: (808) 474 - 1820/1821

4825 Bougainville Drive, Honolulu

7:00 a.m. to 4:30 p.m. Mon-Fri

Housing Early Application Tool:

<https://www.dko.mil/heat/apply>

Air Force: (808) 448 - 0856/6887

200 Kokomalei St, Honolulu

7:30 a.m. to 4:00 p.m. Mon-Fri

Both **Navy and Air Force** on-base housing residents must out-process through their respective Privatized Housing Office: Forest City at www.fcnavyhawaii.com and Hickam Communities at www.hickamcommunities.com

Revised: March 2016

Checking out of the Barracks or

Dormitory: If you are residing in a barracks or dormitory room coordinate with your barracks/dormitory manager. Instructions vary between commands/units.

Furniture: All outbound military members and DoD civilians may be authorized temporary loaner furniture. This applies when authorized a household goods shipment. Arrangements should be made three to five business days prior to pack out. Orders required!

Navy: Aloha Furniture at the Housing Service Center: (808) 474-1820/1821

Air Force: Tunista Furniture located near the back (Kuntz) Gate: (808) 448-0300

Loan Closet: Shipped your household goods? Don't buy temporary things when you can borrow! Items include:

- Pots/Pans/Dishes
- Car Seats/High Chairs
- Vacuums & Small Appliances

7:30 a.m. to 4:00 p.m., Closed

11:00 a.m. to 12:00 p.m. Mon-Fri

655 Vickers Ave, Bldg 1105, Honolulu

For more info call: (808) 449-0319



Employment Assistance

When a military family relocates, the spouse and family members often must leave behind jobs and careers and income they provide. In the current economy, it is not always an easy process to find new employment at the next destination. Also, veterans that are leaving the military are leaving behind an occupation and will likely need to transition into a private sector or federal civil service job to continue on their career path.

What was once a two to four month process is now becoming a six to eight month or longer process. For a military family, this relocation can be a substantial blow to the household budget.

Military and Family Support Center (MFSC) is here to assist you with your employment and re-employment concerns through the Family Employment Readiness Program (FERP). FERP provides, at no cost, a variety of employment services and resources to assist the military family including the transitioning active duty service member, military spouse, family members, and military veterans.

These employment services and resources include classes, workshops, job search skills training, career planning, resume writing, job fairs, interviewing techniques, websites and literature, federal and private sector employment information, and one-on-one consultations. The MFSC at Joint Base Pearl Harbor Hickam is here to provide these services directly to you. For more information on FERP services at MFSC, go to www.greatlifehawaii.com, call us at 808-474-1999, or drop by our offices. We look forward to helping you achieve a smooth employment transition.

Spouse Preference Program: Spouses of active duty military members and full time National Guard or Reserves who request priority consideration for competitive positions within the DoD may be eligible to register for the DoD Priority Placement Program (PPP). **Spouses may register 30 days** prior to the sponsor's reporting date at any DoD civilian personnel office at their current location. After relocation, spouses may register at any DoD civilian personnel office in the commuting area of the sponsor's new duty station. For more information on the military spouse preference program, please contact:

Navy & Marine Corps: (360) 315-8054

Air Force: (808) 449-0122



Preparing Your Pets

Departing Hawaii with a pet will require pre-planning. Your pet will need to be medically prepared to ensure they meet the entrance requirements for their final PCS destination whether it be to the mainland or another country.

Like Hawaii, many foreign countries have strict requirements when it comes to moving with your pets. Check with your gaining base to properly prepare your pet. The USDA APHIS website listed here has a list of countries with entrance requirements that can be helpful to reference.

<http://www.aphis.usda.gov/regulations/vs/ireg/s/animals/>



A health certificate examination for your pet by a veterinarian is required within **10 days** of travel. All required vaccinations and tests must be conducted **prior** to the health certificate appointment. Health certificates can be conducted at the JBPHH Veterinary Treatment Facility (VTF), the three other VTFs on Oahu, or a civilian veterinary clinic. Be advised space is limited at VTFs particularly during PCS season so schedule appointments as soon as possible.

You will need to make a reservation with an airline to **fly your pet out of Honolulu** International Airport. Each airline dictates its own rules regarding transporting animal so contact your air carrier to get details. Be aware that outdoor temperature at your destination or intermediate stops can prevent your pet from traveling depending on the airline. Work closely with the airlines and the organization cutting your travel orders to make a plan that works best for your family and your pet.

It's **never** too early to start planning to move your pet. So do your research and contact your local Veterinary Treatment Facility if you have any questions

Hickam VTF -Kuntz Avenue Building #1864
Hickam AFB, HI 96853-5246
(808) 449-6481



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www.greatlifehawaii.com

MFSCHawaii@navy.mil

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4827 Bougainville Drive
Honolulu, HI 96818-3174
(808) 474-1999

MFSC Wahiawa Annex
500 Center St, Bldg 392
Wahiawa, HI 96786-3007
(808) 474-1999

MFSC Hickam
655 Vickers Ave, Bldg 1105
JBPHH, HI 96853-5385
(808) 474-1999