

Plan My Move Booklet for Dugway Proving Ground

Overview



Location

U.S. Army Dugway Proving Ground (DPG) is located approximately 80 miles southwest of Salt Lake City, Utah. Dugway Proving Ground is situated in Tooele County, located in Utah's historical west desert region. Comprised of over 1300 square miles of high mountain desert, a land area greater in size than the state of Rhode Island. DPG is a closed Post with no public access. Due to the remote location, the self-contained resident community is unique since it consists of a higher number of government civilians and support contractors living on post than military personnel. On post living offers low cost housing and a short commute time compared to living in the public sector. The base operator's phone number is 435-831-2321, or 435-831-2278, or DSN 312-789-2278.

History

The attack on Pearl Harbor, in 1941, jarred the United States and its military forces. The nation suddenly realized a need for increased military capability in many areas, which included expanded knowledge in chemical and biological warfare. On February 12, 1942, Dugway Proving Ground was established, and testing was under way by that summer. Dugway was authorized to fill the need for testing weapons and defenses against chemical and biological weapons of mass destruction. Important projects during this early period included testing incendiary bombs, chemical weapons, and modified agents as spray disseminated from air craft. Over the years, Dugway has expanded in size to 798,855 acres. In addition to chemical and biological defensive testing and environmental characterization and remediation technology testing, Dugway is the Defense Department's leader in testing battlefield smokes and obscurants. Also, within the last few years, Emergency Responders, i.e., Civil Support Teams (CST), are able to train at Dugway and become better prepared in case of terrorist attacks or chemical/biological incidents. For more information, visit the [DPG Homepage](#).

Mission

Dugway Proving Ground's primary mission is testing U.S. and Allied chemical and biological (CB) defense systems and performing nuclear, biological and chemical (NBC) survivability testing of defense materiel using CB agents and stimulants. With over 50 years of experience, the proving ground uses its state-of-the-art laboratories and chambers to conduct the testing under environmentally controlled conditions.

Population Served

DoD personnel, families, civilians, joint services and contractors make up the workforce and community population. There are approximately 1,200 residents on Dugway Proving Ground.

Base Transportation

There are no base transportation options (i.e., taxi's, buses, shuttles) available on post. However, civilian employees living off-post may take part in the UTA Van Pool. See the ACS Relocation Office for more details. The Army Community Service Relocation Office is located at Army Community Service, Bldg. 5124, Room 238 or you may call at 435-831-2321 or DSN 312-789-2321.

Sponsorship

If you would like a sponsor, please contact the Army Community Service Relocation Readiness Manager at 435-831-2321 or DSN 312-789-2321. Many of the organizations have their own sponsorship program and will automatically assign you a sponsor once you are selected for a position. You should receive a Welcome Packet in the mail before your arrival, as well as web site addresses for helpful information regarding Dugway and the surrounding area. Your sponsor will meet you upon arrival at Dugway. If your sponsor is unable to meet you when you arrive, please contact the ACS Relocation Manager during duty hours or contact Law Enforcement during off-duty hours at 435-831-2929. Please contact Housing, 435-831-3542, for en route mail delivery.

Temporary Quarters

There is an Army Lodge that is able to accommodate you when you arrive, if your Quarters are not immediately available. Reservations may be made in advance at 435-831-6400 or DSN 312-789-6500. There are designated pet rooms available, with a non-refundable cleaning fee of \$75.00. A shot record and registration are required and there will be an additional \$10.00 daily charge/per pet.

Relocation Assistance

Army Community Service (ACS) Relocation Assistance is available for all newcomers. Newcomer's Orientations are quarterly, which also include a tour of the West Desert Test Center. A lending closet is available at ACS. Some of the items available in the lending closet are dishes, silverware, portable cribs, air mattresses, car seats and high chairs. The ACS Relocation Readiness Manager may be reached at 435-831-2321 or DSN 312-789-2321 for further assistance.

Critical Installation Information

Dugway is on a 4-day workweek, Monday through Thursday, 7:00 a.m. - 5:30 p.m. Incoming personnel should arrive during duty hours, if possible, to ensure your housing/lodging needs are met. Housing is undergoing renovations in certain areas that may result in a longer waiting period for some personnel. Please contact the Housing office immediately to obtain the status and put your name on the waiting list.

Sponsorship

Settling into your new location and your new unit takes time. [Plan My Move](#) is designed to assist you with information about your new location. Complimenting Plan My Move each of the military Services has a Sponsorship Program which is very helpful in providing new unit information. Sponsors can make your transition smoother. The purpose of the Sponsorship program is to:

- Provide a sense of belonging
- Ease the transition for inbound service members or civilians and their family members
- Increase productivity
- Reduce culture shock
- Help newcomers make informed decisions
- Cultivate new friendships
- Improve morale

A sponsor is someone from your new unit who is assigned to assist you settling into your new location. You can request a sponsor through your unit, or with help from the Relocation Assistance Program or the Family Center at your new installation.

Your Service will appoint your sponsor in writing. He/she will be the same or close to your rank and the same marital status, if at all possible. This person will be knowledgeable about the local community and the installation; available to assist you and your family for at least two weeks post arrival, and be someone who is positive and outgoing.

A sponsor's duties include:

- Contacting you and your family by letter of introduction or e-mail upon learning of your assignment to the installation.
- Following up with a personal phone call after contact has been made.
- Sending information about the installation/area which you may require, or putting you in touch with the resources on the web and at the installation that provide current, complete and up-to-date information such as those provide by the Relocation Program.
- Answering any questions which you or your family may have, or, again, providing the proper resources to answer those questions.
- Confirm transportation and lodging arrangements.
- Assisting with obtaining a Post Office Box for your mail.
- Meeting you and your family upon arrival.
- Accompanying you to your check in point for the unit.
- Introducing you to the Family Center and lending closet
- Providing essential service locations such as commissary, exchange, gas station, bank.
- Being available when you arrive at your installation to meet you, show you around, and help you through in-processing.

If you have not been assigned a sponsor, or have not been contacted as of yet, request one by contacting your gaining command or unit. If after contacting your new command you find difficulties in obtaining a sponsor, contact your Relocation Assistance Personnel for additional help with your move.

Service specific processes for requesting a Sponsor include:

- **Army and Defense Logistics Agency:** AR 600-8-8 outlines procedures for DA Form 5434, Sponsorship Program Counseling and Information Sheet. Sponsorship is mandatory for first term Soldiers. All Soldiers, private through colonel (excluding those completing advanced individual training (AIT) and those PCSing to long term schools) and civilian employees through grade 15 may participate in the advance arrival sponsorship program. Reactionary Sponsorship is available for individuals arriving at an installation without a sponsor. Contact the gaining unit to request a sponsor.

- **Air Force:** Gaining Unit Commander Support Staff/Military Personnel Element will assign a sponsor upon receipt of assignment notice. Assigned sponsor will then make contact with the inbound member.
- **Navy:** OPNAV INSTRUCTION 1740.3B prescribes procedures regarding Command Sponsor and Indoctrination Programs. This Program is designed to facilitate the adaptation of Sailors and their families into new working and living environments, to minimize the anxiety associated with a Permanent Change of Station (PCS) move, and afford Sailors and their families the greatest opportunity for a successful and productive tour of duty.

Command sponsor and indoctrination responsibilities begin upon receipt of PCS orders and continue until the Sailor has become an integral part of the new command and is fully cognizant of all policies, programs, services, and responsibilities available through the command. Commanding Officers shall establish a Command Indoctrination Program to include the delivery of the Navy Pride and Professionalism training per this instruction. COs should ensure all incoming personnel receive command indoctrination training within 30 days of arrival or within 3 drill weekends.

Enclosures (1) and (2) of OPNAVINST 1740.3B outline responsibilities and provide guidance for these programs. Assistance to local commands regarding the Command Sponsor Program is through the Fleet and Family Support Center (FFSC) Relocation Assistance Program staff.

- **Marine Corps:** Gaining Unit Commander will assign a sponsor on request. Overseas commands should assign a sponsor automatically, however if one is not assigned, send a request to the gaining command. A sample request form is available on our website that can be filled out and sent to the gaining command. See the following [website](#).

Sponsors' responsibilities and abilities to be available will vary from installation to installation, depending upon the priority which the installation and unit commanders give to the program; however, the Services are making the Sponsorship program a priority as research has shown the many benefits of good sponsorship to service, family members and youth.

Youth Sponsorship

The Youth Sponsorship Program depends on the availability of youth who volunteer to become sponsors. The Youth Services topic should explain the Youth Sponsorship program at your new installation, but if it does not answer all of your questions, contact your Relocation Manager to inquire about the program and acquiring a youth sponsor.

Directions to Installation

Airports

Salt Lake City International Airport (SLC) services Dugway Proving Ground. SLC to Dugway is approximately 70 miles. Taxi and limosine service can be expensive (\$85-\$100), and no military shuttle is available. Requesting transportation through unit sponsor or by POV is recommended. Zions Bank operates a full-service bank in the lobby of Terminal Two. ATMs are located throughout the airport that access the major bank card networks including: Nova, Plus, American Express, Cirrus, Visa, MasterCard and Star. Additional information can be found on the [airport's website](#) or by contacting ACS 435-831-2321, DSN 312-789-2321.

Driving Directions to Dugway Proving Ground

Note: Dugway Proving Ground is a closed post. Access to post is limited and visitors must have a sponsor.

From Salt Lake City and the Airport

- Take I-80 west to the Tooele/Grantsville exit (#99)
- Follow Route 36 south through Erda, Tooele and Stockton (Last gas station is at Stockton, beyond Stockton, the highway will split)
- Stay right on Route 36
- Turn right at the Clover exit onto Route 199
- Follow Route 199 to Dugway (approximately 25 miles from Clover)
- Route 199 is a winding mountain road which goes through a pass and on to Dugway (Although the road is well maintained during the winter months, travelers should watch for ice and adhere to all road signs.)

Alternate Route from Salt Lake City

- Take I-80 west. Exit at Grantsville (exit #77)
- Follow Skull Valley Road south to Dugway (No facilities are available between Rowley Junction and Dugway)
- Last available facilities are on I-80 at exit #99
(Skull Valley Road goes through the Indian Reservation and is therefore Federal Property, the road is not maintained by the State Highway Department. This is particularly important to remember during the winter months, as this road can become extremely icy and untravelable. Suggest all new arrivals plan to use the route described in the paragraph above.)

From Provo

- Take I-15 north to the Lehi exit. Follow Route 73 west through Cedar Fort (CedarFort is last available stop for gas and facilities before reaching Dugway)
- Turn Left Route 73 ends near St. Johns Station at Route 36
- Follow Route 36 south to the Clover exit
- Turn right onto Route 199. Follow Route 199 to Dugway

Roadway Conditions and Hazards

Highways to Dugway Proving Ground are two lane country roads and run through open range grazing lands. Use extreme caution when traveling at night as roadways are not lighted. Always use caution and be watchful for cattle and abundant wildlife on roadways. Cellular service is unreliable until DPG is reached, ensure vehicle is fueled and maintained prior to starting trip to DPG.

Check-in Procedures

Inprocessing Procedures

Military Personnel

Military personnel being assigned to Dugway Proving Ground (DPG) must in process at Ft. Carson, CO. in addition to in processing at DPG. All Military personnel should contact their respective gaining command to obtain in processing information and to avoid undue travel. You may also contact the DPG Relocation Manager for assistance at 435-831-2321 or DSN 312-789-2321.

Civilian Personnel and Contractors

Civilian employees should check in with the Civilian Personnel Assistance Center in Bldg. 5450 for in processing. Contractors should check in with the supervisor at their place of employment. If you arrive after working hours or on the weekend, ensure employer has put you on the access entry roster. Contract guards at the main gate can assist with directions, contact your sponsor, and 435-831-2929 will put you in contact with DPG Police with any other concerns or questions.

Documents to Hand Carry

Orders (minimum of 5 copies), ID cards, Vehicle: Insurance, Registration, and Title, Birth Certificates, Adoption Papers, Allotment Records, Bank Statements, Checks, Credit Cards, Deeds and Mortgages, Divorce Papers, Education Report Cards and Records, Insurance Policies, Immunization Records, Leave and Earnings Statements, Marriage Certificate, Medical Records, Household Goods Inventory, Original Will, Passports and Visas, POV Shipping Documents, Power of Attorney, Resumes, Letters of Recommendation, Records of Employment, Income Tax Records (last 3 years), Social Security Cards, Travelers Checks, Savings Bonds, and W-2 Forms.

Travel Planning

If arriving by POV use caution, roads to DPG are two lanes, open range grazing practiced in surrounding area so cattle may be on roads. Deer, pronghorn sheep, bison, and jack rabbits frequently inhabit the roadways as well. If arriving after sunset, use extreme caution, for these hazards continue to exist and the roadways are not lighted. Last services for vehicles prior to arriving at DPG are approximately 50 miles; ensure vehicle is properly fueled and maintained.

Temporary lodging reservations on DPG can be made by contacting The Desert Lodge at 435-831-6500, DSN 312-789-6500. Make reservations as soon as possible to ensure availability.

What to do if you get Married enroute?

If you get married before you PCS, you must inform your commander and follow the procedures exactly as you are given them. The military will not pay for travel and housing of your spouse if you do not follow proper procedures.

Relocation Assistance

Programs and Services

While moving is always stressful, your stress can be drastically reduced if you take full advantage of the information, education, and personal assistance provided to you by the Relocation Program. This is the place to find answers and get referral to other installation resources as well as assistance with in-transit emergencies. The most important thing you can do to ensure a smooth move is to start planning early using the many Relocation Assistance program services and tools available.

Individual PCS Planning -- Most relocation programs offer one-on-one consultation for anyone needing assistance. In particular those making their first military move, first overseas move, or those with challenging and complex situations such as special needs family members or financial problems should call the Relocation Program for an appointment.

Military Installations and Plan My Move --For managing and planning your move, use these two DoD sponsored web-based relocation tools with information on over 250 installations worldwide. You can estimate expenses, find the forms necessary for housing and household goods, keep a calendar of events and take other necessary actions to ensure a successful move.

Loan Closet -- Basic household goods items are available to borrow while waiting for your personal property pre-departure or upon arrival. The typical items in stock include: pots and pans, dishes, silverware, irons, ironing boards, portacribs, high chairs, and infant/toddler car seats. Generally, towels and bed linens are not available, so these should be packed in your hold baggage.

Workshops and Briefings -- The classes offered vary from installation to installation but you can generally find classes on buying, selling and renting smart, budgeting and finance, moving with children, general moving preparation and many other moving related topics.

Pre-departure Briefings -- Sometimes called Smooth Move or PCS Briefings, you and your spouse will want to attend for sure. These briefings provide essential information that can prevent you from making uninformed and costly decisions before your move.

Settling-in Services --These may include welcome wagon services, local area tours with childcare often provided, or basic household items to use until your goods arrive. Overseas arrival services may include introductory language classes and cultural awareness training.

Deployment Support --The Family Center assists unit family readiness groups and Ombudsman programs during the entire deployment cycle. Support includes services for special needs, classes on deployment preparation, managing finances, helping children adjust, family separation, return and reunion, and information on resources available locally and on-line.

Foreign Born Spouse Support -- Whether your question concerns immigration and naturalization, learning the English language or how to take local transportation, the Relocation Program provides assistance, classes and referrals.

Emergency Assistance -- From time-to-time emergencies occur while moving, the Relocation Program office has the resources to provide emergency financial assistance and referrals.

Transition Assistance -- This is a mandatory program available to assist personnel and family members when they separate from the military. The Relocation Assistance office will establish your individual transition plan and refer you to all the installation and community resources necessary to complete a successful transition.

Installation Specific Information

You are encouraged to visit the Army Community Service (ACS) Relocation Assistance Center if you are anticipating extended TDY or Permanent Change of Station (PCS). There are also reporting instructions for those arriving PCS or TDY to Dugway.

The Relocation Assistance Center has a world-wide library of welcome packages and videos and has a number of ways to help you prepare for a PCS. One of the best ways is for you to attend our "Pre-move Relocation Briefing for Outgoing

Personnel" which is held once a month in the ACS conference room, usually on the last Tuesday of every month from 8:30- 9:30 a.m. We can assist you in your preparations for a less stressful transfer. Please contact your Relocation Manager. You can also find out about any newcomers activities.

Separation procedures begin at each unit orderly room. They will give you instructions as to which agencies to visit.

Emergency Assistance

Planning for Emergencies

Emergency Assistance while In Transit

If you experience an emergency while in transit to your new duty station, always call your new command to tell them about the situation and request advice if needed. If possible, look for the nearest military installation for assistance. Call AAA if you are a member, or ask the local information operator (411) for the name and phone number of a hospital, or ask for road service information, depending on the emergency.

Financial Assistance

If you need Emergency Assistance, make an appointment with the Financial Specialist, Building 5124, DSN 312-789-2387 or Commercial 435-831-2387. The Financial Specialist, also the Army Emergency Relief Specialist, provides interest-free loans or grants for emergency transportation, funerals, medical/dental bills (patient's share), food, rent, utilities, essential vehicle repairs, as well as help when disaster strikes. The Financial Specialist can also provide financial counseling.

The American Red Cross

The American Red Cross office provides through Army Emergency Relief interest-free loans for emergency travel in conjunction with emergency leave orders. Additional assistance may be provided to avoid privation and basic maintenance, including but not limited to food shelter and clothing. Emergency communication is available 24 hours a day, 7 days a week by calling 801-323-7000. Workers obtain health and welfare reports, and provide short-term counseling and referrals as needed.

Disaster Preparedness, Repatriation and/or Mobilization -General Guidelines

The U.S. Army Dugway Proving Ground Army Community Services (ACS) Officer/Family Assistance Officer (FAO) will activate, when ordered by the Installation Commander, the Family Assistance Center (FAC, Building #5124, to be the total focal point for coordination/resolution of all family-related matters. Representatives from "key" agencies of the Family Assistance Team (FAT) will be located in the FAC to provide a full range of assistance, information, and referral concerning services, benefits, and family support programs available to family members to include provision of and assistance in completing various government forms and applications on a 24-hour basis in case Mobilization, Repatriation, and Disaster Preparedness.

General type of services to be provided include:

a) Information, Referral and Follow-Up (IR&F) b) ID Card c) TRICARE Counseling d) Transportation e) Legal f) Commissary & Post Exchange g) Government family housing h) AER/Navy Relief/Air Force Aid I) Travel j) Army Community Service (ACS) k) Budget Counseling l) Education Services m) Morale Support Activities n) Chaplain o) Survivor Assistance p) Employment Assistance q) Family Advocacy Counseling

Guidelines for services at U.S. Army Dugway Proving Ground for families of Mobilized, Disaster Preparedness and/or Repatriation service components.

Please use the following contacts for services:

Area code: 435. Dugway prefix: 831. On post calling: use prefix 831 when calling locally from residential phones or four digits only when calling from business phones.

Your primary point of contact is: Relocation & Deployment/Mobilization Program Manager, Building 5124, Telephone: 435-831-2321 DSN: 312-789-2321

Army Community Service - Building 5124 (Community Center) ,Telephone: 435-831-2278 DSN: 312-789-2278. Hours: 7:00 AM to 5:30 PM, Monday-Thursday. Crisis Line: 435-831-2211, 2618.

Required Identification

You must have proper identification to use most services provided at a military installation. Most Dugway facilities will

accept orders and identification until a military identification card can be obtained.

Motor Vehicles

Registration & Licensing Requirements

Utah State law requires you to have sufficient liability insurance and a valid driver's license in order to operate a vehicle. The term "vehicle" generally includes automobiles, motorcycles, vans, trailers and boats regularly parked or garaged overnight. Further, your vehicle must be properly registered. Even though you are in the Military, you may be required to register your vehicle in-state and obtain an in-state license within a few months of moving. Access complete information on insurance, driver's licensing, and where and how to register your vehicle by visiting the [State Department of Motor Vehicles](#) website.

State Laws

You and your passengers must always wear seatbelts while driving, you will be ticketed and issued heavy fines if seatbelts are not secured. State law requires that all children under 4 years of age be properly restrained in child seats. Some states also require younger, smaller children to sit in the back seat.

Motorcycles and their operators are subject to special laws. If you own and operate a motorcycle, you must comply with those laws. Visit the State Department of Motor Vehicles website for more information.

Many States and local jurisdictions have strict laws about the use of cell phones and other digital devices while driving. Research these laws on the State Department of Motor Vehicles website. Tickets will be issued and fines assessed for violating these laws. Play it safe and always use a "hands free" device if you must use a cell phone or other PDA while driving. Hands-free devices must be used while operating a motor vehicle on ALL military installations worldwide.

Base Regulations

Traffic -- Utah state traffic laws apply on Dugway. Seat belts are mandatory. State, local, and base officials can stop vehicles for suspected non-use of seat belts. Child seats/restraints are mandatory for children under 40 pounds.

Vehicle Checks -- All vehicles entering or leaving Dugway are subject to search.

Registering Vehicles on Base

Decals -- Dugway Proving Ground, Hill AFB, and Tooele Army Depot decals are the only decals accepted for entry into Dugway.

All Dugway personnel must register their vehicles at the pass and ID office site. Vehicle registration, proof of insurance, and driver's license or military ID are needed for registration. Vehicle must be present for registration.

For additional assistance, call 435-831-2321.

Loan Closet

Items Available

The Army Community Service Relocation Assistance Program offers newcomers temporary household items. Some items include microwaves, toasters, irons, ironing board, kitchen items (utensils, plates, pots, pans, etc).

How to Borrow

To see what we have in our Lending Locker/Closet visit the Army Community Service Relocation Office at Bldg. 5124, Room 220, Monday - Thursday 7:00 a.m. - 5:30 p.m. call 435-831-2321 or DSN 312-789-2321.

Housing - Overview

Government Housing

All key essential military are required to live on post at Dugway and are normally assigned the Mountain View Units. As a result, BAH is forfeited but exceptions may be granted by the DPG Commander for geographical bachelors living in bachelor quarters. Civilian employees at Dugway may live on post or off post. However, the nearest town to Dugway is Tooele, which is approximately a 45-60 minute drive from DPG. More housing options are available in Salt Lake City, a 1 1/2 hour commute from Dugway.

Please contact the housing office at as soon as you begin plans to move to Dugway to facilitate your housing needs.

Government Housing

Dugway Proving Ground has 490 available housing units, ranging from 2 bedroom to 6 bedroom homes. Rates for civilian and contract employees range from \$423.00/month to \$1073.00/month. Waiting times for available housing is dependant upon rank and employment status. Contact the housing office for availability and check-in procedures: 435-831-3541 or DSN 312-789-3541. Upon receipt of housing, the DPG housing office will provide installation policies. A maximum of two pets per household in DPG housing is allowed.

Single Service Member Housing

Furnished and un-furnished dorm style housing is available for all DPG employees. Standard housing is also available to unaccompanied employees. The opportunity to rent or purchase a home in the surrounding community is available through various realtors in the Tooele, UT area.

Exceptional Family Member Housing

Dugway housing has 2 housing units configured for Exceptional Family Members. All DPG housing units are air conditioned and heated. Dugway Proving Ground has base wide generator capabilities in the event of a power outage. Contact the DPG housing office for availability and priority.

Non-Government Housing

Rental Options

DoD Automated Housing Referral Network (AHRN)--Visit AHRN.com or ask at your local housing office to learn about this DoD program that is currently available for most installations. The program allows military members and families to:

- Search listings and pictures of available rentals near military installations
- Find out about shared rentals
- List their own properties for rent to other military families
- List their homes for sale by owner (FSBO) to other military members
- Contact installation housing offices

AHRN is not currently available at all installations but the phased program is adding new installations every month. Check the AHRN [website](#) to see if your next assignment is an AHRN base and check out other features to assist you in your home search.

Housing - Temporary

Temporary Facility Lodging

Temporary Facility Lodging consists of any stay lasting less than 6 months. Reservations may be made up to 30 days in advance. Lodging eligibility is open to most people, with availability being different for each guest. Every effort is made for PCS'. There is no restrictions on the length of time you stay. Confirmations will only be given to those who pay with a credit card. Rates range from \$37.00 to \$71.50. Rates may change without notice, please call for verification. DVQ's are available to Officers 06 and above or Civilian equivalent. Arrangements must be made through the Protocol Office. Contact the DPG Protocol Officer at 435-831-2141.

Pets

There are designated pet rooms available, with a non-refundable cleaning fee of \$75.00. A shot record and registration are required and there will be an additional \$10.00 daily charge/per pet. For more information on pet room rules, please contact the Desert Lodge.

Late Check In Regulations

After regular hours, individuals with reservations may pick up their keys from the Police Station Building 5240. "Emergency rooms" may also be picked up at the Police station. Emergency rooms are the same lodging facilities provided to individuals with reservations, but are termed "emergency" due to lack of prior reservation.

Housing - Government

Military Housing

As soon as you begin plans to move to Dugway Proving Ground, please contact the housing office to facilitate your housing needs. They can be reached at 435-831-3541 or DSN 312-789-3541. In addition, you may contact the DPG Relocation Manager at 435-831-2321 or DSN 312-789-2321.

All key essential military personnel are required to live on post at Dugway and are normally assigned the Mountain View Units.

Current Conditions and Availability

DPG is currently in the process of major housing renovation. This process has drastically reduced housing availability on post. The first phase of renovation is nearing completion while the second phase is beginning. This process will continue through 2010-11. The waiting list for housing varies from weeks to months depending on priority and availability. DPG apologizes for the inconvenience, but the renovations were much needed.

Family Housing

Availability

Visit [Army Housing OneStop](#) for floor plans and photographs of DPG housing units. Contact the DPG housing office 435-831-3541/DSN 312-789-3541 for current availability and wait times.

Eligibility

Waiting times are dependent upon employment status and availability. Priority is as follows: Active Duty Soldiers, DoD Employees, and DPG Contractors. Families with special needs should contact DPG housing for assistance.

Application Procedures

Visit [Army Housing OneStop](#) to determine what housing option satisfies your family needs. Contact DPG housing office as soon as possible to check availability and submit request.

Single Service Member Housing

Availability/Eligibility/Application

Furnished and unfurnished bachelors quarters are available to unaccompanied service members and DPG employees. Dormitory type quarters generally consist of 2 rooms, 1 bath, and a kitchen. Contact the DPG housing office 435-831-3541/DSN 312-789-3541 for current rates and availability.

Household Goods - Overview

Arranging Household Goods Shipments

As soon as you are alerted to your upcoming PCS move, you can start getting your house and family ready. Clean up and get rid of junk. Hold a yard sale or take serviceable items you no longer need to a thrift shop or donate to charity. Get important family records together in one place. You can even estimate the weight of your household goods before you visit your transportation office to set up the move. If you are going overseas, you should begin to plan what items you will take in your hold baggage, in your household goods shipment and what might need to go into storage. Remember for overseas assignments electricity is different and houses are generally much smaller and cannot handle large furniture.

Set up an appointment with your transportation office as soon as you have a copy of your PCS orders. The earlier you call or visit your transportation office, the greater your chances of moving on the date you desire. The counselors will explain all your PCS move entitlements in detail. Your first decision is whether to have the government move you or whether to move yourself. There are pros and cons to each type of move. Your counselor will answer all of your questions. If you choose a government move, they will book your shipment and let you know the exact dates the movers will come. If you choose to move yourself, the counselor can assist with recommendations and tips on how to do a personal move.

Automobile

The government may ship one Privately Owned Vehicle (POV) at their expense to your new overseas location. This is handled through your transportation office. Remember to discuss your POV needs at your initial counseling session. The shipping contractor has established a [website](#) where you can track the location of your POV through the shipping process.

Shipping Pets

Planning for shipment of your pet includes researching airline requirements and quarantine and restriction laws in your new location. You will need to ask the airlines the requirements for size, weight, number of animals, kennel construction, documentation and season of the year limitations. Occasionally, small pets can be shipped on military flights but availability and regulations are always changing as well as fees. Checking the [SDDC website](#) will provide details on shipping pets.

Many international locations have strict importation laws including extended quarantines and restrictions on breeds or types of animals that can be brought into the country. Carefully research these rules as they could impact your moving schedule. Not only do overseas locations have strict rules but many locations have restrictions on dangerous dogs as well.

Delivery of Household Goods Shipments

It is your responsibility to contact the transportation office as soon as you arrive at your new duty station. Let them know how you can be contacted, phone, mobile phone and e-mail. If you already have new quarters, they will help arrange delivery of your personal property shipments. Otherwise they will arrange for temporary storage until you have permanent housing.

Customer Satisfaction Survey

Once your personal property is delivered, you'll be asked to [rate the customer service](#) you received from the movers. Make sure you take the time to do this. Your feedback will make the process better for everyone.

Claims

If you have any loss or damage to your personal property you may need to file a claim. Use the front of [DD Form 1840/1840R](#) to notify the mover of any loss or damage you find at the time of delivery. If further loss or damage is discovered after the transportation provider departs, use the reverse side of the form, DD Form 1840R. You must **file DD Form 1840/1840R within 70 days of delivery**. Completing and submitting the DD Form 1840/1840R does not constitute filing a claim. A claim is separate and distinct from these forms. Your local personal property office and claims office will give you complete instructions on where and how to file DD Form 1840/1840R and your claim.

Household Goods - Shipping Pets

Boarding

Following is a list of some local area kennels:

- [Rush Lake Kennels](#)
- [Pampered Pet Resort](#)
- [Diggity Dog Resort](#)

Boarding starts anywhere from \$15.00 to \$25.00/night.

Transportation

Suggestions when traveling by air with pets:

- Never sedate your pet on a flight. High altitudes and sedatives are a dangerous combination and should never be mixed.
- Always have your pet's leash and collar easily accessible for walking prior to departure, but do not take the pet out of the kennel inside the airport.
- Identification tags for your pet and travel kennel, including pet's name, home address and phone number, are essential.
- Never use a muzzle on your pet during travel, as this is dangerous to the pet.
- Familiarize your pet with the kennel prior to the trip so that it is comfortable to him/her at travel time.
- Always make advanced reservations or arrangements with the airline when you are making your own reservations. The airline always reserves the right to refuse travel if there are too many pets on board, so make sure you advise them early.

Whether your pet will travel with you in the cabin or as checked luggage in the cargo area (this will be primarily determined by size), your pet will need to be contained in a kennel or container for the entire trip. Most pet supply stores carry both soft-sided (for in cabin travel) and hard-sided kennels approved for air travel. Additionally, the airlines also sell kennels at the counter. As always, check with the airline first to arrange for this purchase. In selecting a kennel, you must first determine the proper size. Your pet's size is determined by the following:

- Length: from nose to root of tail
- Width: length across shoulders
- Height: (in standing position with head erect) from ground to highest point

It is important that your pet can stand, sit, turn around, and lie down comfortably throughout the flight. Visit the [Pets Welcome website](#) for airline contacts and information concerning pet air travel.

Suggestion when traveling by automobile with pets:

Be honest about your pet's ability to travel. If your pet is very young or old, or is ill, pregnant, or recovering from surgery, it may be better for all concerned to look into a pet sitter or kennel rather than take a chance on injuring your pet by taking it with you. If you are in doubt, ask your veterinarian. If your pet has not traveled before, try a short overnight or weekend trip first.

Inform your veterinarian where you will be traveling to, for how long, as well as whether your pet will be traveling by air or car. Ask your veterinarian about any flea, heartworm, or tick risks for areas you will be traveling to. If your pet becomes carsick or restless when traveling, ask your veterinarian about appropriate medications or treatments.

Many pets become separated from their people while traveling and often collars are not on pets when they are recovered at shelters. Seriously consider having your pet micro chipped - animal hospitals, humane societies, kennels, and shelters nationwide are using scanners that will read these implanted chips and let you be reunited with your lost pet. Microchip procedures are safe, quick, inexpensive, and very common. Your veterinarian can tell you more about this procedure.

Make certain that all vaccinations are up to date and obtain current health and rabies certificates no more than ten (10) days prior to your departure. You will be required to have these if your pet is traveling by air. These certificates are also strongly recommended if your plans do not include air travel as you may need to board your pet unexpectedly and many kennels will not accept pets without these certificates. And, if your pet does require emergency medical care, these will allow this to take place much more quickly and without the potentially dangerous duplication of vaccinations.

Your pet should wear a secure collar at all times with tags showing proof of rabies vaccination and your name, address, and phone number in case your pet becomes separated. Make a set of temporary paper tags with the address and phone number at your destination.

Never allow your pet to wear a choke, pinch, or training collar while traveling. Safety collars, which attach with elastic or Velcro, are recommended for cats.

Prior to departure:

Clip your pet's nails. Pets with freshly-trimmed nails will be less likely to damage items in strange surroundings and will be easier to restrain if necessary.

Brush your pet to remove all loose hair.

If your pet has fleas, obtain and complete the necessary treatment before traveling to avoid infesting its new surroundings.

Required items for trip:

- A sturdy leash
- An extra collar
- An old blanket or sheet for the back seat of your car or wherever the pet's carrier will be secured to make cleanup easier.
- Two old sheets to cover bedding and furniture at your destination.
- Some of your pet's bedding.
- Food. If you do not feed a brand you are certain will be available at your destination and along the way, bring enough for the whole trip. If you feed canned, bring a can opener and spoon.
- Two gallons of extra drinking water from home. When you are down to the last half gallon, begin mixing in equal parts with the water supply at your destination. If your pet is especially sensitive, use distilled water.
- Food & water bowl set
- Portable water bowl or bottle for use when away from your lodging.
- Treats
- Toys or chew items
- All required medications, supplements, and preventatives.
- Tweezers to remove foreign objects from fur or paws.
- Brush or comb
- Lint and hair remover
- Baby wipes or moist towelettes to wipe off paws.
- For cats, a full litter pan with extra litter, liners, and newspaper to place underneath for cats.
- Waste removal bags
- Old towels, carpet cleaner, disinfectant spray, and trash bags for accidents.
- First aid kit
- Flashlight for nighttime walks

While no one likes to think about it, many pets do become separated while away from home. To increase the chances of a safe and quick return, bring a recent photograph and written description of your pet including call name, breed, sex, age, any microchip or tattoo numbers, and a description of coat, color and markings including any unusual markings, scars, or other identifying marks, as well as weight and height. These will be invaluable if your pet does become separated.

Keep fresh water available for your pet at all times. Avoid sudden changes of diet. If you are unable to obtain your pet's normal brand, switch gradually over to the new food over a period of four or more days. Clean your pet's food and water bowls out regularly with soap. Never take your pet on an escalator unless it is securely in its crate as its claws or fur could become caught. Obey all leash laws and make certain to keep your pet on a leash or in a carrier at all times when not securely in a room. Clean up after your pet. Never give your pet sedatives or tranquilizers unless under a veterinarian's prescription. Such medications can interfere with your pet's ability to maintain its balance and equilibrium, which could prevent your pet from being able to brace itself and prevent injury. Air travel while under the influence of these medications is especially dangerous as exposure to increased altitude can cause respiratory and cardiovascular problems.

Quarantines

No required quarantine period for inbound pets as of 09 December 2008.

Vaccinations, Licensing and Registration

Owners must register pets on post within 7 days of arrival. This is done at the Provost Marshalls Office (PMO), Pass and ID Section. The animal(s) will be given a provisional registration pending completion of Veterinary Services Registration.

All animals maintained in government quarters will be registered with the Veterinary Services at the first clinic held (quarterly) by the Army Veterinarian after the pet acquisition or arrival on post.

All small animals residing on DPG will be AVID microchipped at the owners' expense. A copy of all microchip numbers and corresponding owners will be maintained by Veterinary Services and PMO.

DPG required vaccinations are: rabies, distemper (FVR-CP-C), and distemper-parvo (DA2PL4CPV). Rabies tag will be attached to animal and worn at all times.

Occupants of government quarters may have no more than two household pets. Any requests for exceptions to policy must be submitted to the housing office for command staffing and review. Pets must be kept under control at all times and will not disturb other housing occupants. Owners that fail to properly register, control, or immunize their pets will lose their privilege to maintain pets on DPG. Any pet that attacks or bites other pets or personnel will be automatically kenneled and banned from DPG.

Veterinary Services

- Countryside Animal Clinic -- 435-882-4100
- Tooele Veterinary Clinic -- 435-882-1051
- Oquirrh Hills Vet Center -- 801-446-5194

Education - General Overview

Public School

Dugway Elementary School, Grades K-6, and Dugway High School, Grades 7-12, are in the [Tooele County School District](#). Tooele County schools follow a traditional calendar school year commencing in August and ending in June. There are 13 elementary schools, 2 junior high schools, and 4 high schools located within the district which is in Tooele County. The student to teacher ratio at Dugway Elementary School can vary, but generally range from 15-25 students per classroom to teacher. There is one classroom per grade level. Dugway High School classes offer low student to teacher ratio. Graduating high school classes size average 20 students per year.

The following information is from the Parent and Student Handbook for the Tooele County School District. For a copy of this handbook, please contact the Tooele County School District, Dugway Elementary School, or Dugway High School.

Arrival

It is important that students learn to be punctual. Please have your students arrive at school five minutes before the first bell would ring unless the student is eating breakfast at school. Then, have the students arrive twenty minutes early in order that they may have time to eat.

First bell 8:20 a.m.

Second bell (School begins): 8:25 a.m.

Dismissal bell 2:50 p.m.

Dismissal bell (Wed. only): 12:45 p.m.

Attendance

Students are expected to be in school except for emergencies or illness. Other instances when a student will be absent should be discussed in advance. Regular attendance is not only critical for a good education, but is the parent's legal responsibility. All absences should be cleared by a parent through the school office. If your student is absent, please call the school by 9:00 A.M. to ensure the student is safely with the parent.

Breakfast and Lunch Program

During the first week of school, all students will be given an application for free and reduced lunches to take home to their parents. (Many Federal Aide Programs to schools are based upon the free lunch counts at each school. In order to help the school receive these funds, they ask you return the form as soon as possible.) Students may purchase lunch in the cafeteria at Dugway Elementary or bring their lunch from home. There is not a cafeteria at Dugway High School, so the students are allowed to eat at Dugway Elementary or have lunch off campus. Extra milk and other items may be purchased as well. Students may pay for their lunches on a daily, monthly, quarterly, or yearly basis.

Breakfast Payment for Students: \$.85, elementary schools/\$.95, secondary schools.

Lunch Payment for Students: \$1.50

Breakfast Payment for Adults: \$1.35

Lunch Payment for Adults: \$2.75

All lunch arrangements must be made with the school's lunchroom manager.

Bus Arrangements

A bus for students who live off post, such as Skull Valley or Terra, is available. Please contact the school for further information.

Discipline Plan

The objective of school discipline is to change unacceptable behavior to acceptable behavior. This plan works on the concept that the students have the right to learn and teachers have the right to teach. This plan has a simple set of school and classroom rules that all students and staff are to follow. In addition to the school wide discipline plan each teacher will continue to have a program for classroom behavior. Each Elementary School will work within the BEST

Discipline Program. This program fits within the Tooele County School District Safe School, Conduct, and Discipline Policy.

In general, most discipline problems will be handled between the student and the teacher. The parents may be notified if the problem becomes a deterrent to learning in the classroom. In the event a serious problem occurs, the student will be referred to the office.

For further information on the Discipline Program, please contact the school office.

Emergency, Illness, or Injury at School

If a student becomes ill or is injured at school, parents/guardians will be called. Parents/guardians will be expected to pick up the ill/injured child or make arrangements for another person to pick up the student as promptly as possible. Having an ill child at school may effect the well-being of other children.

It is necessary that current telephone numbers to reach parent/guardian, relative, or neighbor at all times are available to the office. Please notify the school immediately of any change of information.

Emergency Preparedness and Evacuation of School

In the case of an emergency, parents, guardians, and staff want to know: 1) about the safety and well being of the students; 2) the scope and nature of the emergency; and 3) what they need to do. An Emergency Preparedness Plan has been developed by the school. In the event of an evacuation of the building, the instructional staff has the responsibility of leading students to a safe area. Every effort will be made to notify parents during an emergency. Parents are requested not to approach the school unless asked to do so by emergency personnel to maintain clear access to the school grounds for emergency equipment.

Fees

School fees are not permitted during the regular school day in Grades K-6. You may not be charged for classroom snacks, newspapers, textbooks, field trips, art supplies, assemblies, musical instruments, or anything else that is part of the regular school day.

Your child may be asked to bring common household articles to school, but your child cannot be penalized for failure to bring the articles.

School fees may only be charged for activities which take place before or after school or during school vacations.

Please contact the Tooele County School District for additional fee and fee waiver information.

Insurance

School insurance for students is available through the school. The insurance forms are kept in the office and are available to students and parents at any time during the school year.

Label Personal Articles Brought To School

All students property should be labeled appropriately. Occassionally during the year students bring personal objects from home. It is regrettable that sometimes personal property brought to school is lost, damaged, or stolen. The school will not be responsible for lost, stolen, or damaged items.

Lost and Found

There is a lost and found bin at school. Those items found by students and staff will be placed in the container where the owner may claim the items. Two or three times a year the unclaimed items will be sent to a charitable institution.

Medication

The school staff is not allowed by law to dispense any medications except with the written consent of the child's physician, and/or the County Health Department. Forms for this purpose are available in the office and must be completed before the medication can be administered. All medication containers must have complete information

attached: name of contents, patient, dosage, and instructions. The school will not dispense over the counter drugs, such as cough syrup or aspirin. Teachers are not to give any medication to students. Please do not send any medication with a student.

Private Schools

Several private schools can be found in the Salt Lake City area located 80 miles or more from the installation. No public transportation is available from Dugway to Salt Lake City. The only private school that currently offers boarding facilities is Wasatch Academy in Mount Pleasant.

School Pictures

School pictures will be offered both Fall and Spring. Preschool students are welcome to have their pictures taken. Specific dates of pictures will be sent home with students.

Visitors

Parents, guardians, and other special guests are welcome to visit the school. Visitors need to check in with the office before going to the classrooms. If a parent conference is needed with the teacher, please schedule in advance for a time before or after school so as not to interrupt a class in progress.

School Age Services

School Age Services (SAS) is designed to meet the specialized needs of children first through fifth grade. SAS provides a recreational program designed to supplement, not duplicate, school experiences.

SAS offers 4-H Programs, Boys and Girls Clubs, Computer Lab, Open Recreation, and meals and snacks. SAS is a program that operates before and after school, as well as on a full-time basis during school vacations. Children are escorted to and from Dugway Elementary School.

Fees are based on total family income. Before and after school fees range from \$70.00 - \$188.00 per month, and summer fees range \$152.00 - \$392.00 per month. The SAS Summer Program offers summer camps and field trips.

Accredited by the National School Age Care Alliance (NSACA).

For more information, call 435-831-3412 or visit the [MWR website](#).

School Sports

Dugway High School has a long history of excelling in sports, but is limited in its sports offered due to the small student body size. Students are currently competing in basketball, volleyball, baseball, golf, track, and cross country. Children first to fifth grade have the opportunity to participate in organized sports offered by the Dugway MWR program, such as basketball and baseball.

Exceptional Children

It is the policy of the Tooele County District that students with disabilities shall be served in their neighborhood school unless otherwise dictated by the student's Individual Education Program (IEP). Students placed in their neighborhood school shall be placed in age-appropriate classes. Students shall be served in the regular classroom with supplemental aids and services unless dictated by the IEP.

The Tooele County School Board believes that a student's becoming eligible for special education services does not diminish the school's responsibility for educating the student. Students with disabilities should be considered foremost as members of their school community and the shared responsibility of all school personnel.

While Federal law requires that the school district offer a full continuum of placements, it is the belief of the Board of Education that the students of the Tooele County School District benefit when students with disabilities participate in the regular curriculum and classroom. While the placement is left up to the IEP team, appropriate participation by students with disabilities in both curricular and extracurricular school activities is desired. Placements of students must be based upon the unique needs of the eligible student, the IEP goals and objectives, and the benefit to both the student with

disabilities and his/her peers.

Grading System

Information concerning grading, records, policies, and contacts can be found on the [Tooele County School District](#) website.

Must Know Information

To enroll a child in school, he or she must reach the age of five by September 1 of the year of enrollment. Enrollment requirements include a complete physical, a copy of the child's birth certificate, immunization records and Social Security Number.

The school calendar at Dugway is from August - June.

Point of Information: Please remember that when you see listings of "UNIFIED" school districts, it means that those districts educates both elementary and secondary school students, grades Kindergarten through grade 12.

Homeschooling

A child "shall be excused from attendance" at the public school if the child's parent annually files a signed affidavit with the minor's school district. Refer to Utah Code Ann. 53A-11-102(2) Home School Statute for all requirements pertaining to homeschooling in the state of Utah. For further assistance contact your School Liaison Officer at 435-831-2828 or DSN 312-789-2828.

Adult Education

The Dugway Education Center offers a variety of continuing education needs. Army personnel, members of other branches of the Armed Forces, family members, and members of the civilian workforce are welcome to visit the Education Center and are encouraged to take advantage of the programs and services. See the Education-Training (College/Technical) section for details and contact information.

Education - Training (College/Technical)

Installation Education Center

The Dugway Education Center offers a variety of continuing education needs. Army personnel, members of other branches of the Armed Forces, family members, and members of the civilian workforce are welcome to visit the Education Center and are encouraged to take advantage of the programs and services.

Counseling, a computer lab, school and vocational reference materials, a Military Occupational Specialty (MOS) reference library, and a lifetime library to help with basic skills (math, reading, and writing) are available. DANTES, CLEP (general), and CLEP (subject) exams are held Tuesday mornings at 9:00 A.M. Please call to schedule an exam. Army correspondence course catalogs and information on how to sign up for courses are also available at the Education Center.

Army Tuition Assistance is available and generally will pay part of the tuition of military personnel working toward specific goals, i.e. college for enlisted personnel, college for warrant officers and some graduate disciplines for commissioned officers. For more information, please contact the Education Center.

Although GED's are not offered at Dugway Education Center, they can be taken through the Tooele County High School, 435-833-1994.

College

[Salt Lake Community College](#) has a site in Tooele, approximately 40 miles from DPG. SLCC offers courses in a wide variety of subjects including accounting, computer essentials, paralegal, interior design, math and others. Online instruction is also offered through Salt Lake Community College. SLCC is located at 66 West Vine Street, Tooele, Utah, 84074, and can be contacted at 435-843-4350.

[Utah State University](#) offers a wide variety of degree programs and has a satellite campus located at 1021 West Vine Street, Tooele, Utah, 84074. USU provides a more conventional in class learning environment while earning your college degree. Admissions and advisory staff can be contacted at 435-882-6611, 435-840-3251, or 435-840-2031.

[Tooele Applied Technical College](#) offers areas of study in business, information, health care, media, transportation, and manufacturing technologies. The administrative offices for TATC are located at 1655 East 3300 South, Salt Lake City, Utah, 84106, and can be contacted by phone 804-493-8700 or fax 801-493-8750.

[The University of Utah](#) is located in Salt Lake City approximately 92 miles from Dugway Proving Ground. The University of Utah provides both undergraduate and graduate programs in the traditional classroom environment. Admissions information can be obtained at University of Utah, Admissions Office, 201 South 1460 East, Room 250 S, Salt Lake City, Utah, 84112-9057, or by phone, 801-581-7281.

Education - Local Schools

Choosing the right school for their children is a priority for military families. This article describes excellent resources for your use in planning for your child's educational needs. Parents can find current information about public, charter and private schools by using the tools below:

1. How do I choose a good school?

[Choosing a School for Your Child](#) is a U.S. Department of Education publication that will help families identify what is important in selecting a school.

[The School Visit: What to Look For, What to Ask](#) Whether you are choosing a school for the first time, or because you are in transition, this site will provide you with information about what to do and what to ask.

2. What schools are in my area (or in the area where I may move), and how good are they?

Several high quality commercial tools are available to assist in making decisions about which school to choose for your child. Listed below are these website tools along with information on how you access the information and what type of information each site provides.

Both [Great Schools](#) and [School Matters](#) provide a wealth of information for parents:

- School contact information
- Distance from zip code (provide the installation zip code, or the zip code of the area where you will be living)
- Public, private or charter school designation
- Student/teacher ratios
- Free and reduced school lunch program (an estimate of economic disadvantage)
- Great Schools provides a rating of schools and a parent comment section
- Percentage of students meeting or exceeding the state standards in math, reading and language arts
- Teachers - average number of years teaching experience, % of first year teachers on the staff
- Students: Average percentage of students absent from school for more than 15 days
- Ethnic breakdown and percent of students with English as a second language
- School Matters provides college prep scores (PSAT, SAT, ACT test scores)-for high schools only
- Great Schools also provides parents the ability to rate the schools and make comments on the schools.

For both sites, the user must enter the State and zip code to find schools in the area.

SchoolQuest was developed by the [Military Child Education Coalition](#) to help military families select schools. SchoolQuest also offers an Online Library that provides resources for families in transition. At this time, the SchoolQuest data base covers 99 military installations. The Military Child Education Coalition also provides a [data base of information](#) on each State's educational system.

[The School Report Tool](#) is available from Military OneSource that list names and locations of public, public charter, private, virtual and home schooling choices around major installations. [Charter Schools](#) are nonsectarian public schools of choice that operate with freedom from many of the regulations that apply to traditional public schools. Use this site to find one in your area.

3. How can I help plan for a successful transition in this new school and for my child's school career?

Parents often want to know about the availability of extra curricular activities and sports, or the availability of advanced classes. For these questions, it is best to contact the schools directly. It is important to ask the right questions. The following resources can help with these questions and others.

The [Toolkit for Parents](#) was developed by the Department of Defense, especially for Military Families. This 85 page booklet walks parents through preparing for the move and the first two weeks of school....what to ask, what to take, etc..

The [Military Impacted Association](#) has [checklists](#) available for military kids who are leaving or entering a new school.

The Military Child Education Coalition has a [checklist for transferring students](#) that will be helpful. Additionally, through [SchoolQuest](#), MCEC provides parents with the ability to develop a profile for each of their children, which then will provide them with a report on issues related to transferring to a new school district.

4. Question? What happens if I need help during the school year?

During the school year, there are always questions that parents have, such as "What is the best way to help with homework?" or "What if my child needs to see a counselor because my spouse is deployed?" Military OneSource helps with these questions and has 24/7 access. You can call them at 1-800-342-9647, connect to them at the website [Military OneSource](#), or [e-mail a consultant](#).

Education - Local Schools/Overseas

Overseas Schools -- What You Should Know

Moving your family from one installation to another in the U.S. can be challenging enough; but moving your family overseas presents an even more complex situation. One of the most important challenges can be summed up by this question, "Where are my children going to go to school?"

This article will provide resources to help guide military families through the many questions and decisions regarding local schools abroad.

Where do I start?

Start with the information on your new installation. Visit [Plan My Move](#) and review the installation's Education - Overview article. All of the overseas installations have dedicated a portion of the Education Overview to discussing the education options available in the local community as well as the DoD schools located on the installation, if available. Most installations overseas that allow accompanied family travel have one or more DoD schools.

What is the difference between a DoD school and an international or national school?

[DoDEA](#) is the Department of Defense Education Activity. DoDEA operates DoD schools in 12 foreign countries, Guam and Puerto Rico. All DoDEA schools are fully accredited by U.S. accreditation agencies and maintain high academic standards with well rounded educational programs.

In addition to DoDEA, the [U.S. Department of State's Office of Overseas Schools](#) mission is to promote quality educational opportunities for dependents of American citizens overseas at the elementary and secondary level. If a DoD school is not available on your installation there may be a school in the local community that is an American-Sponsored Elementary and Secondary School.

International schools are English-language schools whereas National schools are schools where courses are taught in the native language. The curriculum and grading system of an International school tends to be similar to the traditional American education system. This is a consideration if your family will be returning to the U.S. prior to your child or children graduating high school. Remember, when choosing a school it is best to try to match the school with your child's needs and expectations.

Where can I find a list of International schools in the country where my family is moving?

The Internet can be an excellent resource for finding International Schools overseas. You can find a complete directory of overseas schools on the [International Schools Services' website](#).

In addition, the [World Wide Schools](#) website is an excellent resource. From the homepage you can select the country. Once you have done this, a list of schools will appear and you can then choose which one you are interested in researching. All of the information appearing on this website is provided by the schools directly. Some of the information you may find on a school includes: a background summary about the school, the school's address, phone number, website, and even the email address of the director of the school. This information should be explored so that you can make comparisons with other International schools in the area to determine the best place for your child/children.

How do I decide what school is best for my child?

This process is much the same as it would be in the U.S. You may not have as many choices but it is important to make a list of possible schools and then begin to ask around. This is a daunting task since it is likely that there will be a language barrier. However, talk to the Relocation Personnel in the Family Center and your sponsor at your new installation who may be able to put you in touch other families with children around the same age as your child/children. Always contact the school directly and ask for references.

Once you have narrowed down your options, interview the school or schools directly. This is best done in person, if possible. Ask about: attendance, atmosphere, curriculum; grading system, tuition, accreditations, the staff and administration; as well as other practical details such as, does the school provide meals, what types of extra curricular programs are available, is there transportation, holidays and schedule, sports programs, before and after school care programs, and how is the facility maintained.

Now that I have chosen a school, how do I successfully facilitate the transition for my child?

A successful transition should be a priority during planning the move and once the move has been completed. The more knowledge you provide your child with, the more confident he/she will feel once he/she arrives at the new school. Allow your child to be a part of the decision making process, if he/she is old enough, and take his/her opinions into account.

MilitaryStudent.org provides several valuable tools to facilitate the transition process. Although many of these tools are not geared specifically to an international move the resources provided do apply to any military student transitioning to a new school in the U.S. or overseas.

Employment - Overview

Employment Options

Employment opportunities on board Dugway Proving Ground cover a broad spectrum of job categories, from general labor to higher professional. Personnel may find full or part-time employment through the Federal Government or with various contractors on DPG. The following websites will provide you with some of the current employers and job openings on DPG and in the surrounding area:

- [USA Jobs](#)
- [CPOL](#)
- [Utah States Jobs](#)
- [Jacobs Technology](#)
- [Dugway MWR](#)

You can also contact the Army Community Service Employment Readiness Manager for assistance at 435-831-2260, DSN 312-789-2260.

Jobs are available at the Community Club, the Golf Shack and the Bowling Alley on an as needed basis. However, for highly skilled professional spouses, employment opportunities are limited. The closest off-post employment is located in Tooele (40 miles northeast) with a greater chance in Salt Lake City (80 miles north-east).

Good Prospects -- Food service workers, recreation aids, cooks, custodial, construction, and child care.

Fair Prospects -- Clerical, retail cashier, teaching.

Poor Prospects -- Administrative and management positions, medical, and real estate agents.

Statistics: Regional unemployment rate = 3.3%; Average wage = \$13.10/hr

Note: Prospects vary greatly with strength or weakness of budget and contractor hiring. For more information you may contact your Employment Readiness Manager, 435-831-2260.

Employment Documentation

For job hunting purposes, be sure to hand carry all employment records and documents, resumes, SF 171, SF 50, transcripts, certificates and licenses.

Unemployment Benefits

If you become unemployed and believe that you are entitled to unemployment insurance, file your claim at your local unemployment office. In Dugway, it is the Utah Department of Workforce Services (DWS), 435-833-7310, located at 305 North Main, Tooele, Utah. In addition, Unemployment Insurance Claim Hot-Line Center in Utah, 1-888-848-0688. It is your responsibility to initiate a claim for unemployment insurance as soon as you become unemployed.

Unemployment insurance benefits are paid for weeks of unemployment after the claim is initiated. The time you are out of work cannot be counted for credit until you file a claim. You will not receive benefits for any period prior to filing a claim for unemployment benefits. When you go to the unemployment office, provide the following:

1. Social Security account card
2. Name under which your last employer does business
3. Complete business address of your last employer
4. Alien registration, if applicable

If you have been a federal civilian employee within the past two years, bring the Notice of Federal Employee about Unemployment Compensation, SF-8, and/or notification of Personnel Action, SF-50.

If you are prior service member, you will need to present the original copy of your DD 214, Copy No. 4.

Your former employer will be notified that you have filed a claim. The employer will be asked to indicate the last date you worked, the reason you became unemployed, and special payments made to you, such as vacation, holiday, or unused sick pay.

Transition Assistance

Contact Army Community Service and visit the following websites for support concerning your transition:

- [ACAP](#)
- [Dugway MWR](#)

Tuition Assistance

The Dugway Proving Ground Education Center is currently closed. For information concerning tuition assistance or continuing education, contact Fort Carson [Army Community Service](#).

New Parent Support Program

General Program Description

The Army New Parent Support Program (NPSP) provides intensive home visiting services to eligible Families with children prenatal to 3 years old whether they live on or off the installation. Activities and services provided include information and referral to military and civilian programs that support parents of infants and young children, such as parenting programs, respite care for children, and supervised play time for children. All activities and services provided through NPSP are voluntary and non-stigmatizing and emphasize the parents' strengths.

Goals of the Army NPSP are:

1. Contribute to mission readiness.
2. Support Family member adaptation to military life.
3. Enhance the knowledge and skills Family members need to form healthy relationships and provide safe, nurturing environments for children to prevent Family violence.
4. Foster a supportive military community for young military Families.

Staff Qualifications

NPSP Home Visitor staff consists of Licensed Clinical Social Workers and Registered Nurses. All personnel will possess the knowledge, skills, and abilities necessary for their professional certification/licensure and positions. Local installation or State background checks, including Army Central Registry checks, will be completed on all personnel who provide services to parents and their children and will be updated annually.

Eligibility Requirements

Families may be self-referred or referred by other agencies such as health care providers, chaplains, social service staff, command, or Family Advocacy Program (FAP) staff.

How to Enroll

Interested families may contact the local Army Community Service (ACS) office, or their health care provider, for further information in the New Parent Support Program.

Child Care

Child Development Center (CDC)

Hours of Operation -- The center is open Monday through Friday, 6:30 am - 6:00 pm.

Eligibility -- All children whose sponsor (parent or legal guardian) lives or works on Dugway Proving Ground is eligible to use the Child and Youth Services.

Waiting List -- Child and Youth Services currently has no waiting list.

Enrollment & Registration Criteria -- A registration packet must be filled out annually. A current shot record, birth certificate, and/or social security card are required. A current health assessment is due within 30 days of registration. Physicals are required annually for those children participating in any Youth Services Sports, such as soccer, basketball, and baseball.

Programs Offered -- Child Care programs offered at the Child Development Center (CDC) include: hourly care, full day care and a 2-day and 4-day preschool. The Preschool Program runs September thru May. The preschool program is Accredited by the National Association for the Education of Young Children (NAEYC) and DoD Certified. Infant care is provided for babies 6 weeks of age and above.

Costs -- The age of the child has no bearing on the cost of care. The range of rates is due to the sliding scale of parent fees as required by the Department of Defense (DOD). Fees are based on the combined total family income and are derived from the adjusted gross income on the most recent Leave and Earnings Statement (LES).

Full day fees range from \$196-\$490 per month. Fees for hourly care are \$3.50 per hour per child.

Family Child Care (FCC)

Family Child Care (FCC) is one of the childcare options at Dugway Proving Ground. FCC is a professional quarter-based system that provides care for children 4 weeks to 12 years of age. The program provides care in a warm home-like setting that meets childcare needs and allows sibling to be together. The FCC system is part of Child and Youth Services and the quality of programming is comparable to the Child Development Center.

In addition to offering a range of full-day, part-day and hourly care, FCC offers flexibility. These services include extended hour and weekend care to accommodate work hours of the population. This may be especially vital to patrons with non-traditional schedules.

School Age Services (SAS)

School Age Services (SAS) are designed to meet the specialized needs of children between first through fifth grade. SAS provides a recreational program designed to supplement, not duplicate, school experiences. The program is accredited by the National School Age Care Alliance (NSACA).

SAS offers 4-H Programs, Boys and Girls Clubs, Computer Lab, Open Recreation and meals and snacks. SAS is a program that operates before and after school, as well as on a full-time basis during school vacations. Children are escorted to and from Dugway Elementary School.

Contact the Child and Youth Services Coordinator for more information at 435-831-2139 or DSN 312-789-2139.

Children with Special Needs

Those families with special needs should contact ACS at 435-831-2834 DSN 312-789-2834 for support and information.

Youth Services

Youth Services

In addition to the school based sports and activities, Dugway offers several options for adult-supervised activities and positive interaction. You may call the Child and Youth Services Coordinator at 435-831-2139 or DSN 312-789-2139 for information about Youth Services at Dugway.

Youth Sponsorship Program

The Dugway Proving Ground Army Community Services and the Youth Services Teen Council also offer Kids' Connection, a youth sponsorship program designed to assist in the relocation transition of elementary school age children. Kids' Connection helps establish a positive approach to moving by forming a Pen Pal/Internet partnership before arrival at Dugway. Upon arrival, a friendship has already been formed which makes for an easier transition. The program is primarily for children in the first through sixth grades, however, older youth can participate as well.

Youth Center

The Youth Center at Dugway provides a wide variety of games, activities and programs and even has a snack bar which serves teenage favorites. The Youth Center offers a variety of adult-supervised activities for teens on a regular basis. Check out the upcoming activities in the Monthly Bulletin or call the Youth Center at 435-831-2177 or DSN 312-789-2177.

Programs Offered

- Middle School Program - The middle school program, for youth ages 11-15, offers after school snacks, tutoring and crafts in addition to various other activities and field trips.
- Youth Sports - Athletic programs such as soccer, T-Ball and baseball are offered every Spring for various ages.
- Base Amenities - During the summer months, the Post swimming pool is a great place to cool off. Older teens can stay fit year-round at the Sports and Fitness Center. The Bowling Center, Movie Theater, Tennis Courts and Golf Course add to the variety of activities provided at Dugway.

Youth Employment

The Employment Readiness Manager at the Army Community Center, Building 5124, is ready to assist teenagers looking for employment with their job search strategies whether it be on or off Post. Learning where to begin is made easier with classes offered by the Family Member Employment Center on how to find a job, interviewing skills and preparing cover letters and resumes. To make an appointment or for more information, please contact 435-831-2260 or DSN 312-789-2260.

Youth Religious Programs

The Dugway Proving Ground Chapel offers a wide variety of youth religious programs. Programs range from Sunday school to seasonal activities. You may contact the Dugway Chapel at 435-831-2251 or DSN 312-789-2251 for further information concerning youth religious programs.

Boy/Girl Scouts

Scouting is available on Dugway Proving Ground for both boys and girls. The council contact for [Boy Scouts](#) is 801-582-3663. The council contact for [Girl Scouts](#) is 801-265-8472.

Family Center

Programs and Services

A key resource on your installation and a gateway to accessing all of the resources available to you, the Army Community Service provides information, support and services to help you balance the demands of family and the military lifestyle. The Army Community Service is one part of the overall installation family support system, which is the network of agencies, programs, services, partnerships and individuals that supports your personal and family life readiness, mobilization and deployment readiness, and mobility and economic readiness. The Army Community Service should be one of your first stops upon arriving at an installation; its programs and services will be an important resource for you and your family.

Deployment Readiness -- Assists you during all phases of the deployment cycle. We provide programs and services to individual soldiers, civilians, and family members throughout the deployment process. We educate you on what to expect and the best ways to prepare.

Relocation Readiness -- Provides information, referral, resources and tools to help you with permanent change of station (PCS) moves and post-move orientations. We maintain a loan closet from which families may borrow basic household goods. We also assist you with in-transit emergencies by providing classes on move-related topics such as buying or selling homes and individual PCS planning, among others. We serve as liaison to citizenship, immigration, and multicultural diversity information, and provide outreach to waiting families.

Personal Financial Readiness -- A program to assist you in sustaining financial self-sufficiency. You can learn more about debt liquidation, thrift savings plans, consumer and credit issues, and predatory lending.

Employment Readiness -- The training and information provided can help you identify and reach your employment and career development goals, manage the challenges associated with a mobile lifestyle and develop job search skills. Assists you in acquiring skills, networks, and resources that will allow you to participate in the work force and to develop a career/work plan.

Family Life Education -- Provides you with information and education about a variety of life cycle issues, including parenting and relationships, among others, to help you strengthen your relationships.

Information and Referral -- An integral function of the family center, information and referral services can assist you in locating needed services and programs available on your installation, through civilian agencies in the local community, and connect to national resources.

Army Community Service may also provide other services, such as counseling, family advocacy, fitness and recreation programs and Exceptional Family Member support. Services vary by location.

Financial Assistance

Financial Planning

Financial management is a significant concern in the Armed Forces primarily because of the unusual lifestyle that is so much a part of military living. Dugway is an isolated installation where the service member and his/her family must manage and plan financially for a variety of situations such as fluctuations in pay, deployments, isolation and **now** involuntary and voluntary separation. Whatever the situation, it is imperative that individuals here at Dugway manage and plan their use of finances appropriately. However, in case of financial emergencies, Dugway has an Army Emergency Relief (AER) Section that services a four state area.

Cost of Living

The 2008 cost of living index for Tooele County was 84.6. Well below the national average of 100. Cost of living allowance and temporary living allowance will not be authorized due to available post housing. Average home price in 2008 was approximately \$190,000.00. Average home rental cost in 2008 was approximately \$850.00/month. Average apartment rental cost in 2008 was approximately \$600.00/month. Utilities ranged between \$160.00 - \$200.00/month, depending on the season.

Required Vehicle Coverage in Utah

Liability coverage: Utah law requires drivers to insure each motor vehicle for a minimum of \$25,000 per person for bodily injury, \$50,000 per accident for bodily injury, and \$15,000 per accident for property damage (these limits are often abbreviated to "25/50/15").

These "minimum liability" figures are the lower limits, however; the insurance industry almost universally recommends that you get a policy for coverage of at least \$100,000 per person and \$300,000 per occurrence for bodily injury, and even \$100,000 for property damage in case your car gets into a tangle with a vintage Porsche.

Personal injury protection: Utah is considered a "no fault" state when it comes to auto insurance. That is, you are required to pay a "personal injury protection" (PIP) premium for at least \$3,000 in coverage, and your insurance company must pay your medical bills for injuries suffered in an accident no matter who caused it. This is advantageous because it eliminates costly investigations to find fault, and costly legal proceedings to wrestle medical payments from the other party's insurer.

Uninsured motorist coverage: This insurance protects you in the event that you get in an accident with an uninsured driver. If you think about it, someone who is willing to drive without insurance might also be driving without a license or a safety-inspected car and is therefore a more dangerous driver. They're out there! Without their insurance payout, you might be left high and dry, but this insurance will cover your losses.

Advanced Pay

Advanced pay is an option to help with finances during a transition. Remember the repayment of advanced pay will be withdrawn from your pay, thus reducing your monthly income upon arrival at your new duty station.

Army Emergency Relief

Our Financial Readiness Program Manager and Consumer Affairs Consultant offer financial counseling to all military personnel, civilians and their spouses. For more information, please call 435-831-2387 or DSN 312-789-2387. If you need financial assistance, make an appointment with the Financial Specialist, Building 5124, DSN 312-789-2387 or 435-831-2387. The Financial Specialist, also the Army Emergency Relief Specialist, provides interest-free loans or grants for emergency transportation, funerals medical/dental bills (patient's share), food, rent, utilities, essential vehicle repairs, as well as help when disaster strikes. The Financial Specialist can also provide financial counseling.

The American Red Cross office provides through Army Emergency Relief interest-free loans for emergency travel in conjunction with emergency leave orders. Additional assistance may be provided to avoid privation and basic maintenance, including but not limited to food shelter and clothing. Emergency communication is available 24 hours a day, 7 days a week by calling 801-323-7000. Workers obtain health and welfare reports, and provide short-term counseling and referrals as needed.

Legal Assistance

Legal Services

The Dugway Judge Advocates Office provides support to the Dugway command and tenet activities service members (active and retired) and family members in several areas to include Trial Defense, Administrative Law, Claims and Legal Assistance and Tax Preparation.

Claims

The Claims Division is not located on Dugway Proving Ground. Hill Air Force Base is the closest claims division for Dugway Proving Ground. This office provides claimants with information, assistance, and the proper forms to submit claims against the government. In many cases, such as damage to household goods transportation by a government contractor, time limits apply so prompt actions is required.

Legal Assistance

Legal Assistance handles or is involved in a number of issues to include, but not limited to:

1. Powers of attorney
2. Leases
3. Affidavits
4. Name changes
5. Consumer affairs
6. Civil suits
7. Domestic relations and family law
8. Immigration and naturalization
9. Wills and estates
10. Tax assistance
11. Local court procedures
12. Support (child and or spousal).
13. Notary services and the preparation of powers of attorney are available

Emergencies are handled on a walk-in basis. Otherwise, attorney consultations are available only on an appointment basis.

Tax Assistance

Tax Assistance is provided by appointment through the Legal Assistance office (Office of the Command Judge Advocate) throughout the year. Tax preparation assistance, form distribution and electronic filing are available between January and early May of each year.

Army Community Assistance (ACS) provides tax forms only.

Deployment Support

Family Deployment Support

Deployment and Mobilization Assistance helps Soldiers and their families manage separations before, during and after they occur. Army Community Service (ACS) offers training through Operation Ready materials to train Soldiers, family members, commanders, unit leaders, family readiness groups, rear detachment personnel, Reserve Components and volunteers.

Classes/workshops are ongoing throughout the year on the operation of the Family Readiness Group (FRG), pre-deployment/ongoing readiness, homecoming and reunion. Units and FRG's can request classes by calling ACS.

The Family Assistance Center with the help and assistance of the Outreach Program is also provided to assist family members who are staying behind.

First Term Spouses Programs

First Term Spouses are encouraged to attend the Army Community Service, Army Family Team Building Program. Dugway has excellent Army Family Team Building programs throughout the year. There are three levels of Army Family Team Building and also an Army Family Team Building Instructor Trainer course.

Family Readiness Group (FRG) Support Group

Dugway supports Family Readiness Groups and encourages participation. There is an informal group comprised of officer and enlisted spouses, as well as retiree spouses. Contact the unit to get specific information and how to be part of the Family Readiness Group. (FRG)

Family Assistance Information Forms

The Family Assistance Information Forms are available to Reserve and National Guard soldiers during the Soldier Readiness Program (SRP) process. Information such as family members, spouse, next of kin, special needs, medical problems, I.D. card, and pay options are collected. Family Assistance sheets are mailed to the military installation closest to your family to facilitate assistance while you are deployed. Please call the ACS Mobilization and Deployment Readiness Program for more information.

Health Care - Overview

Moving With TRICARE

Your [TRICARE](#) coverage is completely portable—meaning it moves with you. You're covered worldwide—both in transit to your new duty location and once you arrive—but depending on where you go you may use a different TRICARE health plan option. Additionally, you may have different steps depending on which health plan option you are using now.

When Enrolled in a TRICARE Prime Option

The TRICARE Prime options include TRICARE Prime and TRICARE Prime Remote in the United States, and TRICARE Prime Overseas and TRICARE Global Remote Overseas in regions outside of the United States. Follow these simple steps to ensure you have no break in coverage when you move.

1. Do not disenroll from your TRICARE Prime option before you move.
2. Once you arrive at your new location, update your personal information in the [Defense Enrollment Eligibility Reporting System \(DEERS\)](#) immediately.
3. Select a new primary care manager (PCM), when moving within the same region or submit a new Prime enrollment form within 30 days if you're moving to a new region.

Where you are moving will determine which Prime option you will enroll in.

Prime Options in the United States

TRICARE Prime

TRICARE Prime is offered in Prime service areas—geographic areas typically located around a military treatment facility—throughout the country.

- North Region [Health Net Federal Services, Inc.](#), 1-877-TRICARE (1-877-874 2273)
- South Region [Humana Military Healthcare Services, Inc.](#) 1-800444-5445
- West Region [TriWest Healthcare Alliance](#) 1-888-TRIWEST (1-888-874-9378)

If you move to a new Prime service area, transfer your enrollment by submitting a TRICARE Prime Enrollment and PCM Change Form to your regional contractor. Be sure to include all family members who wish to use Prime on the form.

TRICARE Prime Remote

In non-Prime service areas, TRICARE offers TRICARE Prime Remote. To enroll, submit a TRICARE Prime Enrollment and PCM Change Form to your regional contractor. Any TRICARE-eligible family members living with you in a TRICARE Prime Remote area can enroll in TRICARE Prime Remote for Active Duty Family Members. Be sure to include them on the enrollment form.

Prime Options Outside of the United States

TRICARE Prime Overseas

TRICARE Prime Overseas is offered in overseas areas where there are military treatment facilities or areas in which TRICARE has established a network of qualified host nation providers.

- TRICARE Europe Toll free: 1-888-777-8343; Commercial 011-49-6302-67-7432; DSN 314-496-7432 Fax Numbers: Commercial 011-49-6302-67-6374; DSN 314-496-6374 or [e-mail](#)
- TRICARE Pacific Toll free: 1-888-777-8343; Commercial 011-81-6117-43-2036; DSN: 643-2036; Remote Sites: 011-65-6-338-9277 Fax Numbers: Commercial 011-81-611-743-2037; DSN: 643-2037 or [e-mail](#)

- TRICARE Latin America & Canada (TLAC) Address: TAO-LAC, Bldg 38802, Ft Gordon GA 30905-5650; Toll free 1-888-777-8343; 1-706-787-2424; DSN: 773-2424 Fax Number 1-706-787-3024 or [e-mail](#)

If you move to an area in which TRICARE Prime Overseas is offered, transfer your enrollment by submitting a TRICARE Prime Enrollment Form to the nearest TRICARE Service Center. Command-sponsored family members who reside with you are eligible for TRICARE Prime Overseas. Be sure to include all family members who wish to use TRICARE Prime Overseas on the form.

TRICARE Global Remote Overseas

TRICARE Global Remote Overseas is a Prime option offered in designated remote overseas locations. If you move to an area in which TRICARE Global Remote Overseas is offered, you and any authorized family members living with you may enroll by submitting a TRICARE Prime Enrollment Form to the nearest TRICARE Service Center.

Before you move to another overseas area or to an area within the United States, contact the nearest TRICARE Service Center. Then, when you arrive in your new area, transfer your enrollment.

When Using TRICARE Standard and Extra

TRICARE Standard and Extra are available to family members only. Active duty service members are required to enroll in one of the Prime options described above.

TRICARE Standard and Extra are available throughout the United States and enrollment is not required. Any active duty family member who is registered in DEERS may use these programs by seeing any network or non-network providers that are authorized by TRICARE. In areas outside of the United States, active duty family members who don't want to use a Prime option may use TRICARE Standard Overseas by seeing qualified host nation provider.

If you're already using TRICARE Standard and Extra, moving is easy.

1. Once you arrive at your new location, update your personal information in the Defense Enrollment Eligibility Reporting System (DEERS) immediately.
2. Then, find TRICARE-authorized providers in your new area.

Here are a few things to remember about using TRICARE Standard and Extra in a new region

- In the U.S.: Visit your new regional contractor's Web site for a list of providers. Remember, if you see network providers, you'll be using the Extra option and pay lower copayments.
- Outside of the U.S.: Contact your TRICARE Service Center for help locating a qualified host nation provider. The TRICARE Extra option is not available in overseas areas.
- If you move to a new region, you'll have a new claims address for submitting your TRICARE claims.
- Learn your new region's prior authorization requirements because these requirements can differ by region.

When Using TRICARE For Life

TRICARE For Life—TRICARE's coverage for those who are eligible for Medicare—requires no enrollment and you'll have a smooth transition when you move. [TRICARE for Life](#) contact information: WPS TRICARE For Life, P.O. Box 7889, Madison, WI 53707-7889; 1-866-773-0404; TDD 1-866-773-0405

- Once you arrive at your new location, update your personal information in the Defense Enrollment Eligibility Reporting System (DEERS) immediately.
- Find Medicare providers in your new area.

If you move overseas, your TRICARE For Life coverage may change depending on where you move. In U.S. Territories such as Guam, Puerto Rico and the U.S. Virgin Islands, TRICARE For Life coverage works the same as the stateside program. But, in all other overseas locations, TRICARE For Life Overseas works differently because Medicare does not provider coverage in most overseas locations. Therefore, TRICARE is the primary payer. You can get care from any host

nation provider and you will be responsible for TRICARE deductibles and cost shares.

Contact the TRICARE Area Office for the overseas area where you are moving or the nearest American Embassy Health Unit for assistance finding a host nation provider.

Getting Care Along the Way

- Routine Medical and Dental Care—Get it before you go.

Before you move, make sure you've received any routine medical or dental care you think you might need during the time you'll be traveling. Or, delay the care until you get to your new duty location.

- Emergency Care in the United States—Call 911 or go to the nearest emergency room.

TRICARE defines emergency care as medical services provided for a sudden or unexpected medical or psychiatric condition, or the sudden worsening of a chronic (ongoing) condition that is threatening to life, limb, or sight and needs immediate medical treatment, or which has painful symptoms that need immediate relief to stop suffering. If you're traveling near a military treatment facility (MTF), you should go to the MTF or military dental treatment facility for emergency services. If you are hospitalized in a civilian facility for more than 24 hours, contact your regional contractor

- Urgent care in the United States—Coordinate with your PCM and/or regional contractor

TRICARE defines urgent care as medical care for a condition that will not result in disability or death if not treated immediately but should be treated within 24 hours to avoid further complications. If you are in a Prime program, you must coordinate urgent care with your primary care manager and/or regional contractor before receiving care. If you are in TRICARE Standard and Extra or TRICARE For Life, you can receive care as you normally would. You should, however, contact your contractor as soon as possible to coordinate any prior authorizations that are needed.

- Emergency or Urgent care Overseas—Contact closest TRICARE Area Office or TRICARE Global Remote Call Center.

You don't need prior authorization for emergency or urgent care but the TRICARE Area Office or TRICARE Global Remote Call Center will help you find the best care available in the overseas area in which you are traveling.

Filling Prescriptions on the Road

You should have all your prescriptions filled before you leave, but if you need a prescription filled while you're traveling in the United States, you have several options:

- If near an MTF, fill the prescription at the MTF pharmacy.
- Find the closest TRICARE network pharmacy.
- If a network pharmacy is not available, you can visit a non-network pharmacy. In this case, you may have to pay up front for your medications and file a claim with Express Scripts, Inc., for reimbursement. For more details, visit the [TRICARE web site](#)
- The mail-order option is not recommended for a prescription you need right away, but if you'll be traveling for a long time, you can arrange for any regular prescriptions to be filled via the mail-order pharmacy.

Your pharmacy coverage is limited overseas:

- TRICARE network pharmacies are only located in the United States, Puerto Rico, Guam and the U.S. Virgin Islands. You can have prescriptions filled at host-nation pharmacies, if necessary. Host-nation pharmacies are treated the same as non-network pharmacies. If you have prescriptions filled at a host-nation pharmacy, you should expect to pay for the total amount up front and file a claim with Wisconsin Physicians Service for partial reimbursement. To learn more about pharmacy claims, visit the [TRICARE web site](#).

- To use the mail-order pharmacy overseas, the prescription must be from a U.S. licensed provider and you must have an APO or FPO address.

If You Have Questions

Your regional contractors and TRICARE Area Offices are available to answer your questions. These offices are listed above. Find even more information about moving, updating DEERS, the TRICARE regions and much more at the [TRICARE web site](#).

Installation Specific Information

Staying healthy and keeping your family members healthy and happy are basic to a successful relocation. Often finding the resources and understanding the regulations for health care in a new location can be daunting.

Medical Care

Although, the U.S. Army Dugway Health Clinic has limited health services, emergency care is available on-call 24-hours. The more extensive health services are available at the Hill AFB Hospital in Layton, located approximately 105 miles northeast of Dugway.

General medical care is not provided at the Dugway Clinic. Military personnel and family members may use their Prime Remote Medical Coverage to seek medical assistance throughout Salt Lake City and Tooele or at the Hill AFB Hospital.

The USAF Hospital at Hill AFB is a 30 bed facility providing comprehensive medical service. For additional information call the hospital at 1-800-453-2388; they can then direct your calls to the appropriate department, i.e., Central Appointments, etc.

Pharmacy

Currently Dugway Proving Ground Health Clinic does not offer pharmacy services. Personnel may use pharmacies in Tooele, 40 miles distance, and Hill AFB, which is approximately 110 miles distance.

Dental Care

Currently Dugway Proving Ground Health Clinic does not offer dental services. Personnel may use dentist and orthodontist in Tooele, 40 miles distance, and Hill AFB, which is approximately 110 miles distance.

Health Care - Special Needs

Exceptional Family Member Program

The [Exceptional Family Member Program](#) (EFMP) is mandatory for all family members who have been identified with a special medical or educational need. Enrolling in the EFMP ensures that the family member's medical needs will be considered during the assignment coordination process.

Military Treatment Facility

The clinics and services available at [Military Treatment Facilities](#) vary by location. Before you move, identify the MTF that will serve you, visit the MTF's website to learn about the clinics and services available and to get relevant contact information.

Moving to a New TRICARE Region

If you anticipate a move to another [TRICARE region](#), work with your local TRICARE Service Center (TSC) or case manager before your move to ensure the transition is as smooth as possible. On arrival at the new duty location, your sponsor should contact the Beneficiary Counseling and Assistance Coordinator (BCAC) or TSC to ensure the transition plans are in place and to obtain authorizations for TRICARE [Extended Care Health Option](#) (ECHO) services, if applicable.

Beneficiary Counseling and Assistance Coordinator (BCAC)

All TRICARE Regional Offices and most MTFs are staffed with [BCACs](#) (formerly known as Health Benefits Advisors.) [BCACs](#) provide information, guidance and assistance on benefit options, TRICARE Prime enrollment, special authorizations, status of claims and eligibility, plus assistance with referrals and appointments. If you or your family member has a more severe medical need, contact your assigned [case manager](#).

Case Management

Case management involves a team of health care professionals who help you and your family to find solutions to complex health problems. It is important to inform your case manager if you are moving as he/she will connect you with the case manager at your new location.

Extended Care Health Option (ECHO)

TRICARE [ECHO](#) provides financial assistance to beneficiaries of active duty service members who qualify based on specific mental or physical disabilities. ECHO offers an integrated set of services and supplies beyond the basic TRICARE program. ECHO is administered by regional contractors in the TRICARE North, South, and West Regions and by TRICARE Regional Offices in overseas locations.

Transporting Medical Equipment

Your [Installation Transportation Office](#) has special procedures to follow for the transportation of medical equipment that is necessary for medical treatment required by the sponsor or family member. Some types of medical equipment may be shipped in the same manner as Professional Books, Papers, and Equipment (PBP&E).

Federal and State Health Care Programs

Medicaid - [Medicaid](#) pays for medical assistance for certain individuals and families with low incomes and resources. State Medicaid programs are usually administered by departments of social service or departments of medical assistance.

Supplemental Security Income (SSI) - [SSI](#) is a cash assistance program intended to meet basic needs for food, clothing and shelter for those who are aged, blind or disabled. It provides cash to meet basic needs for food, clothing, and shelter. Families must reapply upon each move to another state.

Title V of the Social Security Act - Many states have services for children with special health care needs that are funded by the Maternal and Child Health Services Block Grant, or [Title V](#). State departments of health web sites and local health departments will provide information on state health benefits for children with special health care needs. The Maternal and Child Health Bureaus' web site has Title V information organized by State that provide you with [Title V points of](#)

[contact](#) and other pertinent information.

Other Important Resources

Debt Collection Assistance Officer (DCAO) - TRICARE has a [DCAO](#) assigned to TRICARE Regional Offices and MTFs worldwide to help beneficiaries understand and get assistance with debt collection problems related to TRICARE. Individuals who have received a notice from a collection agency or a negative credit report because of a medical or dental bill should be referred to the nearest [DCAO](#).

Family Voices - [Family Voices](#) is a national, grassroots clearinghouse for information and education concerning the health care of children with special health needs. Family Voices also has [State points of contacts](#) with useful links to State programs and organizations.

Installation Specific Information

The Exceptional Family Member Program (EFMP) was developed by the Army to provide a comprehensive, multi-disciplinary approach for medical, educational, community support, and personal services for family members.

An Exceptional Family Member (EFM) is a soldier's family member, spouse or children, with any physical, emotional, developmental, or intellectual disability that require special treatment, therapy, education, training or counseling. It is mandatory to enroll in this program if you have a family member with special needs. Soldiers are responsible for keeping the medical and/or special education needs documentation current, updating as EFM conditions change or every three years, whichever comes first.

Information concerning enrollment in the EFMP or any of the data used in the program is not made available to the selection boards and will not adversely affect selection for promotion, schools, or assignment. Enrollment allows Army personnel agencies to consider the special needs of exceptional family members in the assignment process. When possible, soldiers are assigned to an area where the medical and special education needs of their family member can be met.

Dugway Proving Ground is considered a remote site where programs and services for the exceptional family members including handicapped children and youth are limited, thus soldiers who are enrolled in the Exceptional Family Program are generally not assigned to this area; or need a waiver indicating they understand their rights and responsibilities at this remote site.

Education - Special Education/EIS

Exceptional Family Member Program

The [Exceptional Family Member Program](#) (EFMP) is mandatory for all family members who have been identified with a special medical or educational need. Enrolling in the EFMP ensures that the family member's medical needs will be considered during the assignment coordination process.

Children from Birth to Three Years of Age

The Individuals with Disabilities Education Act (IDEA) requires all States and territories to provide [early intervention services](#) to children from birth to age three who are developmentally delayed, or who are at high risk of being developmentally delayed. Early intervention services may be provided by local school districts or health departments. There is no common name across States for the programs, but you may hear them referred to as Part C programs (because Part C is the section of the IDEA that pertains to early intervention).

The [National Early Childhood Technical Assistance Center](#) provides a list of State Part C directors and funded programs at their web site. [Military OneSource](#) can identify local early intervention programs for you.

- Parents of children who receive early intervention services should hand-carry a copy of the Individual Family Service Plan (IFSP) and most current evaluation reports to the new location.

Children from 3 through 21 Years of Age

The Individuals with Disabilities Education Act (IDEA) requires all States and Territories to provide [special education services](#) to children who are from 3 through 21 year of age. Each local school district has a special education director, and each school should have a case study committee or school based committee (terms differ) that attends to special education students' needs.

Parents of children receiving special education and related services should hand-carry all pertinent school and medical documents to include their children's Individualized Education Program (IEP) and current testing and evaluation reports to the new school.

The IDEA requires that if a child transfers to a district in the same state, the receiving school must provide comparable services to those in the child's IEP from the sending district's until the new school develops and implements a new IEP. If a child transfers to another State, the receiving district must provide comparable services to those in the child's IEP from the sending district until the receiving district completes an evaluation and creates a new IEP.

Others who can help you:

- Parent Training and Information Centers Each state is home to at least one Parent Training and Information Center (PTI). PTIs serve families of children and young adults from birth to age 22 with all disabilities: physical, cognitive, emotional, and learning. They help families obtain appropriate education and services for their children with disabilities; work to improve education results for all children; train and inform parents and professionals on a variety of topics; resolve problems between families and schools or other agencies; and connect children with disabilities to community resources that address their needs. [The Technical Assistance Alliance for Parent Centers](#) provides addresses and phone number of the centers in your state.
- STOMP (Specialized Training of Military Parents) is a federally funded Parent Training and Information (PTI) Center established to assist military families who have children with special education or health needs. The staff of the [STOMP Project](#) are parents of children who have disabilities and have experience in raising their children in military communities and traveling with their spouses to different locations.

6316 So. 12th St.
Tacoma, WA 98465
253-565-2266 (v/tty)
1-800-5-PARENT (v/tty)
Fax: 253-566-8052

[Email](#)

Installation Specific Information

Dugway Elementary and Dugway High School have limited capabilities with special education students. Some special education students along with their aide are incorporated in the regular classrooms throughout the day.

The Early Learning Center is located in Tooele, approximately 40 miles from Dugway. The contact information is listed below.

If your child requires special education, please contact the Relocation office for further information.

Contact Information

5220 Doolittle Ave
Dugway, UT 84022
Phone 435-831-2321
Phone (DSN) 312-789-2321
Fax 435-831-2831
Fax (DSN) 312-789-2831

[Email](#)
[Website](#) [Website](#)

Adult Education Centers

Adult Education Center
1675 Long Street
Building 1117
Fort Carson, CO 80913
Phone 719-526-2124
Phone (DSN) 312-691-2124
Fax 719-526-8071
Fax (DSN) 312-526-8071

[Email](#)
[Website](#)
Monday - Friday 7:00 a.m. - 5:30 p.m.

Barracks/Single Service Member Housing

Bachelor Quarters
5236 Valdez Circle
IMWE-DUG-PWH MS #1
Dugway, UT 84022-5001
Phone 435-831-3541 / 435-831-3542
Phone (DSN) 312-789-3541/312-789-3542
Fax 435-831-2771
Fax (DSN) 312-789-2771

[Email](#)
[Website](#)
Monday - Thursday 7:00 a.m. - 5:30 p.m.

Beneficiary Counseling Assistance Coordinators

Army Community Service
5236 Valdez Circle
IMWE-DUG-MW MS #3
Dugway, UT 84022-5003
Phone 435-831-2278
Phone (DSN) 312-789-2278
Fax 435-831-2831
Fax (DSN) 312-789-2831

[Email](#)
[Website](#)
Monday - Thursday 7:00 a.m. - 5:30 p.m.

Child Development Centers

CHILD AND YOUTH SERVICES COORDINATOR
Kister Ave.
Bldg 5124
Dugway, UT 84022
Phone 435-831-2139
Phone (DSN) 312-789-2139
Fax 435-831-2410
Fax (DSN) 312-789-2410

[Website](#)

Adult Education Centers

Army Community Service - Adult Education
IMWE-DUG-MWA MS #3
5326 Valdez Circle
Dugway, UT 84022-5003
Phone 435-831-2278
Phone (DSN) 312-789-2278
Fax 435-831-2831
Fax (DSN) 312-789-2831

[Website](#)

Automotive Services

Car Care Center
5236 Valdez Circle
IMWE-DUG-MW MS #3
Dugway, UT 84022-5003
Phone 435-831-2654
Phone (DSN) 312-789-2654
Fax 435-831-2484
Fax (DSN) 312-789-2484

[Email](#)
[Website](#)
Wednesday and Thursday 5:00 p.m. - 10:00 p.m.
Friday - Sunday 9:00 a.m. - 5:00 p.m.

Beauty/Barber Shops

Dugway Hair Salon
5236 Valdez Circle
IMWE-DUG-MW MS #3
Dugway, UT 84022-5003
Phone 435-831-2939 / 435-831-4127
Phone (DSN) 312-789-2939
Fax 435-831-2152
Fax (DSN) 312-789-2152

[Email](#)
[Website](#)
By appointment only

Chapels

Post Chapel
Post Chapel (Bldg 5100)
Dugway, UT 84022
Phone 435-831-2431
Phone (DSN) 312-789-2431
Fax 435-831-2432
Fax (DSN) 312-789-2432

[Email](#)
[Website](#)
Monday - Friday 7:30 a.m. - 5:30 p.m.

Child Development Centers

Child Development Center (CDC)
Kister Ave
Bldg 5124
Dugway, UT 84022
Phone 435-831-3345
Phone (DSN) 312-789-3345
Fax 435-831-2410
Fax (DSN) 312-789-2410

[Email](#)
[Website](#)

Child and Youth Registration and Referral*Child and Youth Registration and Referral**IMWE-DUG-MWC*

5326 Valdez Circle

Dugway, UT 84022-5003

Phone 435-831-3345

Phone (DSN) 312-789-3345

Fax 435-831-2410

Fax (DSN) 312-789-2410

[Email](#)[Website](#)**Civilian Personnel Office***Civilian Personnel Assistance Center (CPAC)**5450 Doolittle Ave.**IMWE-DUG-RMO MS #2*

Dugway, UT 84022-5002

Phone 435-831-2337

Phone (DSN) 312-789-2337

Fax 435-831-3036

Fax (DSN) 312-789-3036

[Email](#)[Website](#)

Monday - Thursday 7:00 a.m. - 5:30 p.m.

Emergency Relief Services*Army Emergency Relief (AER)**IMWE-DUG-MWA MS #3*

5326 Valdez Circle

Dugway, UT 84022-5003

Phone 435-831-2387 / 435-831-2278

Phone (DSN) 312-789-2387

Fax 435-831-2831

Fax (DSN) 312-789-2831

[Email](#)[Website](#)**Exchange(s)***AAFES (Army and Air Force Exchange Services)**5440 Valdez Circle*

Dugway, UT 84022

Phone 435-831-4773

Phone (DSN) 312-789-4773

Fax 435-831-4354

Fax (DSN) 312-789-4354

[Email](#)[Website](#)

Monday - Friday 7:00 a.m. - 5:30 p.m.

Citizenship and Immigration Services*Army Community Service**IMWE-DUG-MWA MS #3*

5326 Valdez Circle

Dugway Proving Grounds, UT 84022-5003

Phone 435-831-2321 / 435-831-2278

Phone (DSN) 312-789-2321

Fax 435-831-2831

Fax (DSN) 312-789-2831

[Email](#)[Website](#) [Website](#)

Monday - Friday 7:00 a.m. - 5:30 p.m.

Commissary/Shoppette*Commissary**East Knight Street*

Bldg 5114

Dugway, UT 84022

Phone 435-831-3464

Phone (DSN) 312-789-3464

Fax 435-831-2925 / 435-831-4354

Fax (DSN) 312-789-2925 / 312-789-4354

[Email](#)[Website](#)

Monday - Friday 7:00 a.m. - 5:30 p.m.

Exceptional Family Member Program/Special Needs*EFMP - Program Coordinator**IMWE-DUG-MWA MS #3*

5326 Valdez Circle

Dugway, UT 84022-5003

Phone 435-831-2834

Phone (DSN) 312-789-2834

Fax 435-831-2831

Fax (DSN) 312-789-2831

[Email](#)[Website](#)

Monday - Friday 7:00 a.m. - 5:30 p.m.

Family Advocacy Program*Family Advocacy Program (FAP)**Kister Ave*

Bldg #5124 Room 234

Dugway, UT 84022

Phone 435-831-2834

Phone (DSN) 312-789-2834

Fax 435-831-2831

Fax (DSN) 312-789-2834

[Email](#)[Website](#)

Monday - Friday 7:00 a.m. - 5:30 p.m.

Family Center

Army Community Service
 IMWE-DUG-MWA MS #3
 5326 Valdez Circle
 Dugway Proving Grounds, UT 84022-5003
 Phone 435-831-2321 / 435-831-2278
 Phone (DSN) 312-789-2321
 Fax 435-831-2831
 Fax (DSN) 312-789-2831

[Email](#)[Website](#) [Website](#)

Monday - Friday 7:00 a.m. - 5:30 p.m.

Finance Office

Civilian Payroll
 5450 Doolittle Ave.
 IMWE-DUG-RMO MS #2
 Dugway, UT 84022-5002
 Phone 435-831-2688
 Phone (DSN) 312-789-2688
 Fax 435-831-3534
 Fax (DSN) 312-789-3534

Monday - Thursday 7:00 a.m. - 5:30 p.m.

Golf Courses

Golf Course/Club House
 Stark Road
 Bldg 5950
 Dugway, UT 84022
 Phone 435-831-2305
 Phone (DSN) 312-789-2305
 Fax 435-831-2152
 Fax (DSN) 312-789-2152

[Email](#)[Website](#)**Hospital/Medical Treatment Facility(s)**

U.S. Army Health Clinic Personnel
 5236 Valdez Circle
 MXCE-PM-DPG MS #3
 Dugway, UT 84022-5003
 Phone 435-831-2211
 Phone (DSN) 312-789-2211
 Fax 435-831-2213
 Fax (DSN) 312-789-2955

[Email](#)[Website](#)**Family Child Care/Child Development Homes**

Family Child Care (FCC)
 Kister Ave
 Bldg 5124
 Dugway, UT 84022
 Phone 435-831-2828
 Phone (DSN) 312-789-2828
 Fax 435-831-2410
 Fax (DSN) 312-789-2410

[Email](#)[Website](#)**Financial Institutions**

Dugway Federal Credit Union
 Valdez Circle
 Dugway Mall
 Bldg 5326
 Dugway, UT 84022
 Phone 435-831-4572
 Phone (DSN) 312-789-4572
 Fax 435-831-4989
 Fax (DSN) 312-789-4989

[Email](#)[Website](#)**Gymnasiums/Fitness Centers**

Shoklee Fitness Center (Sports & Fitness Center)
 Valdez Circle
 Shoklee Fitness Center
 Bldg 5109
 Dugway, UT 84022
 Phone 435-831-2705
 Phone (DSN) 312-789-2705
 Fax 435-831-2484
 Fax (DSN) 312-789-2484

[Email](#)[Website](#)**Household Goods/Transportation Office (inbound)**

Transportation Office
 5236 Valdez Circle
 IMWE-DUG-LGT MS #1
 Transportation Manager
 Dugway, UT 84022-5001
 Phone 435-831-2753
 Phone (DSN) 312-789-2753
 Fax 435-831-2274
 Fax (DSN) 312-789-2274

[Email](#)[Website](#)

Monday - Thursday 7:00 a.m. - 5:30 p.m.

Household Goods/Transportation Office (outbound)

Transportation Office
 5236 Valdez Circle
 IMWE-DUG-LGT MS #1
 Transportation Manager
 Dugway, UT 84022-5001
 Phone 435-831-2753
 Phone (DSN) 312-789-2753
 Fax 435-831-2274
 Fax (DSN) 312-789-2274

[Email](#)
[Website](#)

Monday - Thursday 7:00 a.m. - 5:30 p.m.

Housing Referral Office/Housing Privatization

Army Community Service
 5326 Valdez Circle
 IMWE-DUG-MWA MS #3
 Dugway, UT 84022-5003
 Phone 435-831-2321
 Phone (DSN) 312-789-2321
 Fax 435-831-2831
 Fax (DSN) 312-789-2831

[Email](#)
[Website](#)

Monday - Thursday 7:00 a.m. - 5:30 p.m.

Information and Referral Services

Information and Referral
 Kister Ave
 Bldg 5124
 Dugway, UT 84022
 Phone 435-831-2278
 Phone (DSN) 312-789-2278
 Fax 435-831-2831
 Fax (DSN) 312-789-2831

[Email](#)
[Website](#)

Library

Library
 Kister Ave.
 Bldg 5124
 Dugway, UT 84022
 Phone 435-831-2178
 Phone (DSN) 312-789-2178
 Fax 435-831-3543
 Fax (DSN) 312-789-3543

[Email](#)
[Website](#)

MWR (Morale Welfare and Recreation)

Dugway Family Morale Welfare and Recreation
 5236 Valdez Circle
 DUG-MW MS #3
 Dugway, UT 84022-5003
 Phone 435-831-2344
 Phone (DSN) 312-789-2344
 Fax 435-831-2152
 Fax (DSN) 312-789-2152

[Website](#) [Website](#)

Monday - Thursday 7:00 a.m. - 5:30 p.m.

Housing Office/Government Housing

Family Housing Office
 IMWE-DUG-PWH MS #1
 5236 Valdez Circle
 Dugway, UT 84022-5001
 Phone 435-831-3542 / 435-831-3541
 Phone (DSN) 312-789-3542
 Fax 435-831-2771
 Fax (DSN) 312-789-2771

[Email](#)
[Website](#)

Monday - Friday 7:00 a.m. - 5:30 p.m.

ID/CAC Card Processing

Pass and ID
 Valdez Circle
 Bldg 5438
 Dugway, UT 84022
 Phone 435-831-2244 / 435-831-2321
 Phone (DSN) 312-789-2244
 Fax 435-831-2434
 Fax (DSN) 312-789-2434

[Email](#)
[Website](#)

Monday - Thursday 7:00 a.m. - 5:30 p.m.

Legal Services/JAG

Office of the Command Judge Advocate
 5450 Doolittle Ave
 Room 1105
 Dugway, UT 84022
 Phone 435-831-3333 / 435-831-3334
 Phone (DSN) 312-789-3333
 Fax 435-831-3390
 Fax (DSN) 312-789-3390

[Email](#)
[Website](#)

Loan Closet

Army Community Service
 5326 Valdez Circle
 IMWE-DUG-MWA MS #3
 Dugway, UT 84022-5003
 Phone 435-831-2321
 Phone (DSN) 312-789-2321
 Fax 435-831-2831
 Fax (DSN) 312-789-2831

[Email](#)
[Website](#)

Monday - Thursday 7:00 a.m. - 5:30 p.m.

Military Clothing Sales

AAFES (Army and Air Force Exchange Services)
 5440 Valdez Circle
 Dugway, UT 84022
 Phone 435-831-4773
 Phone (DSN) 312-789-4773
 Fax 435-831-4354
 Fax (DSN) 312-789-4354

[Email](#)
[Website](#)

Monday - Friday 7:00 a.m. - 5:30 p.m.

New Parent Support Program*New Parent Support Program (NPSP)**Kister Ave**Army Community Service**Bldg 5124**Dugway, UT 84022**Phone 435-831-2834**Phone (DSN) 312-789-2834**Fax 435-831-2831**Fax (DSN) 312-789-2831*[Email](#)[Website](#)**Personal Financial Management Services***Financial Readiness Program Manager/ Army Emergency Relief**Officer Assistant**IMWE-DUG-MWA MS #3**5326 Valdez Circle**Dugway, UT 84022-5003**Phone 435-831-2387**Phone (DSN) 312-789-2387**Fax 435-831-2831**Fax (DSN) 312-789-2831*[Email](#)[Website](#)**Relocation Assistance Program***Army Community Service**5326 Valdez Circle**IMWE-DUG-MWA MS #3**Dugway, UT 84022-5003**Phone 435-831-2321**Phone (DSN) 312-789-2321**Fax 435-831-2831**Fax (DSN) 312-789-2831*[Email](#)[Website](#)

Monday - Thursday 7:00 a.m. - 5:30 p.m.

Retirement Services*Civilian Personnel Assistance Center**5450 Doolittle Ave.**IMWE-DUG-RMO MS #2**Dugway, UT 84022-5002**Phone 435-831-2688**Phone (DSN) 312-789-2688**Fax 435-831-3534**Fax (DSN) 312-789-3534*[Email](#)[Website](#)

Monday - Thursday 7:00 a.m. - 5:30 p.m.

Non-appropriated Funds (NAF) Human Resources*Dugway Family Morale Welfare and Recreation**5236 Valdez Circle**DUG-MW MS #3**Dugway, UT 84022-5003**Phone 435-831-2344**Phone (DSN) 312-789-2344**Fax 435-831-2152**Fax (DSN) 312-789-2152*[Website](#) [Website](#)

Monday - Thursday 7:00 a.m. - 5:30 p.m.

Personnel Support Office*Civilian Personnel Assistance Center**5450 Doolittle Ave.**IMWE-DUG-RMO MS #2**Dugway, UT 84022-5002**Phone 435-831-2688**Phone (DSN) 312-789-2688**Fax 435-831-3534**Fax (DSN) 312-789-3534*[Email](#)[Website](#)

Monday - Thursday 7:00 a.m. - 5:30 p.m.

Restaurants/Fast Food*Community Club**Valdez Circle**Bldg 5230**Dugway, UT 84022**Phone 435-831-2901/2931**Phone (DSN) 312-789-2901/2931**Fax 435-831-2152**Fax (DSN) 312-789-2152*[Email](#)[Website](#)**School Age Care***School Age Services**E. Knight Street**Bldg 5111**Dugway, UT 84022**Phone 435-831-3412**Phone (DSN) 312-789-3412**Fax 435-831-3413**Fax (DSN) 312-789-3413*[Email](#)[Website](#)

School Liaison Office/Community Schools

School Liaison
IMWE-DUG-MW MS #3
 5326 Valdez Circle
 Dugway, UT 84022-5003
 Phone 435 831-2828
 Phone (DSN) 312-789-2828
 Fax 435 831-2410
 Fax (DSN) 312-789-2410

[Email](#)
[Website](#)

Temporary Lodging/Billeting

Transient Lodging/Desert Lodge
Valdez Circle
 Building 5233
 Dugway, UT 84022
 Phone 435-831-6500
 Phone (DSN) 312-789-6500
 Fax 435-831-2669
 Fax (DSN) 312-789-6525

[Email](#)

Travel Office

Travel Office-Commercial Travel Office
Bldg 5466
 Dugway, UT 84022
 Phone 435-831-2131
 Phone (DSN) 312-789-2131
 Fax 435-831-2274
 Fax (DSN) 312-789-2274

[Email](#)
[Website](#)

Veterinary Services

Dugway Vet Clinic
Valdez Circle
 Dugway Mall
 Bldg. 5326
 Dugway, UT 84022
 Phone 801-777-2969 / 435-831-2199(when clinic is open) / 435-831-2352
 Phone (DSN) 312-789-2969
 Fax 435-831-2152
 Fax (DSN) 312-789-2152

[Email](#)
[Website](#)

Spouse Education, Training and Careers

Employment Readiness Program Manager
Kister Ave.
 Army Community Service
 Bldg 5124, Rm 234
 Dugway, UT 84022
 Phone 435-831-2260
 Phone (DSN) 312-789-2260
 Fax 435-831-2831
 Fax (DSN) 312-789-2831

[Email](#)
[Website](#)

Transition Assistance Program

Transition Assistance
Kister Ave
 Bldg 5124
 Rm 234
 Dugway, UT 84022
 Phone 435-831-2260 / 435-831-2278
 Phone (DSN) 312-789-2260
 Fax 435-831-2831
 Fax (DSN) 312-789-2831

[Email](#)
[Website](#)

VA Facilities

Army Community Service
5326 Valdez Circle
IMWE-DUG-MWA MS #3
 Dugway, UT 84022-5003
 Phone 435-831-2321
 Phone (DSN) 312-789-2321
 Fax 435-831-2831
 Fax (DSN) 312-789-2831

[Email](#)
[Website](#)

Monday - Thursday 7:00 a.m. - 5:30 p.m.

Victim Advocate Services

Victim Advocate
 Phone 435-831-2834
 Fax 435-831-2831

Victim Advocate Services

Army Community Service
5326 Valdez Circle
IMWE-DUG-MWA MS #3
Dugway, UT 84022-5003
Phone 435-831-2321
Phone (DSN) 312-789-2321
Fax 435-831-2831
Fax (DSN) 312-789-2831

[Email](#)

[Website](#)

Monday - Thursday 7:00 a.m. - 5:30 p.m.

Women, Infants, and Children (WIC & WIC-O)

Army Community Service
5326 Valdez Circle
IMWE-DUG-MWA MS #3
Dugway, UT 84022-5003
Phone 435-831-2321
Phone (DSN) 312-789-2321
Fax 435-831-2831
Fax (DSN) 312-789-2831

[Email](#)

[Website](#)

Monday - Thursday 7:00 a.m. - 5:30 p.m.

Welcome/Visitors Center

Army Community Service
5326 Valdez Circle
IMWE-DUG-MWA MS #3
Dugway, UT 84022-5003
Phone 435-831-2321
Phone (DSN) 312-789-2321
Fax 435-831-2831
Fax (DSN) 312-789-2831

[Email](#)

[Website](#)

Monday - Thursday 7:00 a.m. - 5:30 p.m.

Youth Programs/Centers

Dugway Youth Center
West Knight Ave
Bldg 5300
Dugway, UT 84022
Phone 435-831-2177
Phone (DSN) 312-789-2177
Fax 435-831-2402
Fax (DSN) 312-789-2402

[Email](#)

[Website](#)

Major Units

Civilian Personnel Advisory Center (CPAC)

COM: 435-831-2337
DSN: 312-789-2337
COM FAX: 435-831-3036
DSN FAX: 312-789-3036

Utah Army National Guard

COM: 801-432-4400
DSN: 312-766-4400
COM FAX: 801-432-4700
DSN FAX: 312-766-4700

U.S. Army Dugway Proving Ground Headquarters Support Troop

COM: 435-831-3314
DSN: 312-789-3314
COM FAX: 435-831-2594
DSN FAX: 312-789-2594

Family Morale Welfare & Recreation

COM: 435-831-2278
DSN: 312-789-2278
COM FAX: 435-831-2831
DSN FAX: 312-789-2831

388th Range Squadron

COM: 435-831-5344
DSN: 312-789-5344
COM FAX: 435-831-5402
DSN FAX: 312-789-5402

U.S. Army Dugway Proving Ground Health Clinic

COM: 435-831-2211
DSN: 312-789-2211
COM FAX: 435-831-2955
DSN FAX: 312-789-2955