



**US Army Corps  
of Engineers®**  
Far East District

**U.S Army Corps of Engineers Far East District**  
**e-Welcome Packet**



Congratulations on your assignment to the Far East Engineer District, the engineering and construction agency of choice in Korea! FED has a long history of overseeing the design and construction of outstanding quality of life and operational facilities for the Department of Defense community in Korea.

**1. Arrival to Korea** (Incheon International Arrival)

There are four main stages to getting through the airport and the process can last an hour or more. (See Pets Section for information)

1. The first stage is travelling from the international gate to the main terminal via the train shuttle.
2. The second stage is Korean Immigration. You will need the Customs Declaration and Arrival Card you filled out on the plane as well as your passport. Service members only need their leave form (DA Form 31) and ID card ready.
3. The third stage is the customs area, but you will need to get your luggage first.
4. The fourth stage is going through the automatic doors to the main terminal to meet those there to greet you or to make your way over to the Military Reception Desk to arrange transportation. The USFK/8<sup>th</sup> Army Joint Military Reception Desk is located:

Terminal 1: In vicinity of Exit 1

Terminal 2: You will find uniformed 19<sup>th</sup> HRC personnel at Exit 6 next to the 7/11

Website: <https://8tharmy.korea.army.mil/site/newcomers/arrival-customs.asp>

**2. Arrival to Korea** (Osan Airbase Arrival)

Osan AB is a smaller facility and somewhat easier than landing at Incheon. Have your passport, military orders, and customs declaration ready, and you should move quickly from the area where you pick up your baggage through immigration and customs. You are required to follow the same customs regulations as stated above.

**3. Pets**

Whether your pet travels accompanied or unaccompanied, if you arrive after hours or during the weekend, your pet will be kept at the airport due to customs duty hours. If possible pets should arrive during weekday/daytime hours to prevent unnecessary stress for the pet or owner.

**Commercial Airline Transport**

If flying commercially, contact the airline prior to purchasing tickets to ensure pets will actually be able to fly on the day of travel (e.g. ask about the airline's regulations regarding pets on flights greater than 12 hours, outdoor temperature restrictions on travel date, pet flying in-cabin,

etc.).

## **Military Transport**

Effective September 2014, cats and dogs leaving Korea can fly aboard Patriot Express. Discuss pet travel with the Travel Office when making arrangements. If you are traveling by Patriot Express please reference the Facebook page “Osan Passenger Terminal”. Along the left hand side under photos, at the bottom of the photo page, is a section on pet travel. Pets are generally not allowed to accompany the military member on the Military Processing transportation bus from Incheon to Yongsan; however some small pets confined to an airline approved carry on sized pet carrier may be allowed on the bus. Pets can be transported from Osan to Yongsan on the military transport.

## **Pet Quarantine**

The Quarantine Inspection Agency determines if your pet meets all requirements for entry into Korea. To help avoid quarantine, be sure you have a valid, original rabies certificate, original passing FAVN results (not a copy); and completed (no empty fields) health certificate (APHIS form 7001 and DD Form 209). The pet must be registered on post as soon as it is released from quarantine.

If you encounter problems at Incheon airport, contact the USFK Incheon Customs Office at the number below.

**Contact information:** DSN 723-7561 /05033237561, 01037085214 (After duty hours, weekends, and holidays) Hours: Monday-Friday 0800-1700

## **Dog Restrictions**

No specific dog restrictions are listed entering Korea; however, some airlines have specific guidelines for transporting certain breeds and larger dogs.

Website: [https://www.korea.amedd.army.mil/PCSing\\_with\\_Pets.html](https://www.korea.amedd.army.mil/PCSing_with_Pets.html)

**4. Passports, SOFA Stamp & A-3 Visa:** The US government will provide a no-fee passport to all eligible command sponsored family members. Contact your local personnel office for the proper forms and information. The processing time is generally between six and eight weeks, so begin the process as soon as orders for command sponsorship are approved. Do not depart your losing installation without receiving the no-fee passport.

All family members, civilians, and even newborns must obtain an A-3 visa (which allows for multiple entries into Korea) and SOFA stamp within 90 days upon arrival.

Website: <https://8tharmy.korea.army.mil/site/newcomers/passports-visa.asp>

**5. Housing:** Camp Humphreys has more than 1,500 Housing units located on/off post. Please visit Army Housing Online User Services or email:

[usarmy.humphreys.imcom-korea.lisst.usag-humphreys.housing@mail.mil](mailto:usarmy.humphreys.imcom-korea.lisst.usag-humphreys.housing@mail.mil)

Please make certain to in-process through the Housing Office before signing a lease.

**Contact information:** 753-7358

**6. Household Goods:** When you arrive in South Korea, you must coordinate for UB/HHG delivery. Log in to Defense Personal Property System (<https://move.mil>) and update your

contact information: Korean cell phone number and verify email address. Once the UB/HHG is on-hand at the agent company's warehouse, the company will contact you by phone or email. When contacted, set up delivery appointment with the agent company directly. If you are not ready to receive your UB/HHG, the agent company will store your UB/HHG for 90 days at government expense.

If you need further assistance or additional storage, contact the installations transportation office.

**Contact information:** Pyongtaek 757-2455/22454, Seoul 756-3604/3608, Daegu 763-0715

**7. Camp Humphreys Army Lodging:** Personnel on official orders only can make reservations online for a standard room by visiting <http://army.dodlodging.net/propertys/Camp-Humphreys>. For suites, pet rooms or special request fill out the Army Lodging Camp Humphreys Registration Form email to [usamry.humphreys.imcom-fmwrc.mbox.lodging@mail.mil](mailto:usamry.humphreys.imcom-fmwrc.mbox.lodging@mail.mil).

**Rates and other information:**

<https://humphreys.armymwr.com/programs/humphreys-lodge>

**Contact information:** 753-7355

**8. Driver's License:** Make sure that your US driver's license is current and will remain current for your entire tour in Korea (and a few months beyond)

To receive an USFK driver's license for Camp Humphreys you must first:

1. Local Written Exam
2. Attend USAG Humphreys Newcomers Orientation held every Tuesday 0900 at Super Gym / Spouse Orientation every Friday 0900
3. Orders/Command Sponsorship

More Information: <https://8tharmy.korea.army.mil/site/assets/doc/newcomers/USFK-Pam-385-2.pdf>

<https://8tharmy.korea.army.mil/site/assets/doc/newcomers/USFK-Reg-190-1-Motor-Vehicle-Traffic-Supervision1.pdf>

**9. Vehicles:** You must contact the VPC to arrange pick up of POVs. You can track your POV by visiting <https://www.pcsmypov.com>. You must also visit the VPC in order to register your POV in Korea.

**Contact Information:** Local: 027987036 DSN: 756-8700 Fax 027987035 Email: [pyeongtaek.vpc@ialpov.us](mailto:pyeongtaek.vpc@ialpov.us)

**10. Army Community Service:** Army Community Service (ACS) provides family assistance and support services to military, DOD civilians, contractors and their family members. The following is a list of some of the services provided by ACS.

Contact information: DSN 757-2363/2372 Facebook: USAG Humphreys ACS

**Army Emergency Relief (AER)**

AER offers financial assistance for rent, food, utilities, emergency travel expenses, and other

verified emergencies. AER also provides scholarships for college students and spouses.

**Contact information:** 757-2363/2364/2374

Website: <https://humphreys.armymwr.com/programs/army-emergency-relief>

### **Mobilization and Deployment**

ACS provides, upon request, Non-Combatant Evacuation Operations (NEO) briefings to units and Family Readiness Groups. ACS coordinates support for families with gaining safe haven areas in accordance with the NEO plan.

**Contact information:** 757-2370

Website: <https://humphreys.armymwr.com/programs/mobilization-and-deployment>

### **Exceptional Family Member Program (EFMP)**

ACS offers EFMP information and referral, advocacy, support group meetings, respite care information, help in and out processing and command sponsorship information.

**Contact information:** 757-2371

Website: <https://humphreys.armymwr.com/programs/exceptional-family-member-program>

### **Family Advocacy Program (FAP)**

The Family Advocacy Program is designed to promote effective family functioning through support programs such as marriage, and parenting classes, stress management, counseling, referral, and crisis intervention.

**Contact information:** 757-2365/2366

Website: <https://humphreys.armymwr.com/programs/family-advocacy-program>

### **Financial Readiness**

ACS offers consumer affairs assistance, information and advocacy, financial counseling and budgeting assistance, checkbook management, and personal financial management classes. Group counseling classes are available.

**Contact information:** 757-2370

Website: <https://humphreys.armymwr.com/programs/financial-readiness-program>

**Relocation Readiness Program:** ACS provides relocation information to military personnel, civilians, and families. Programs include newcomer orientation, Status of Forces Agreement (SOFA) stamp assistance, Basic Korean Classes, SMART Start Tour, The Ville Tour and so much more. The lending closet provides small kitchen appliances and cooking items for a 30 day temporary loan. A copy of orders is required to borrow all items.

**Contact information:** 757-2362

Website: <https://humphreys.armymwr.com/programs/relocation-readiness-program>

### **Victim Advocate/Sexual Harassment/Assault Response and Prevention (SHARP)**

ACS provides information and/or briefings on domestic and child abuse and the prevention of

sexual harassment.

**Contact information:** Sexual Assault Hotline 763-5700 On Post Dial 158

Victim Advocate 01086368435 cell off post Dial 753-8435/8444

### **Volunteer Program**

Interested parties are directed to volunteer opportunities across the installation and provides information on registering in the Volunteer Management Information System (VMIS)

**Contact information:** 757-2373

Website: <https://humphreys.armymwr.com/programs/army-volunteer-corps>

**11. Schools:** The School Liaison Office (SLO) assists Humphrey's families living on and off post. The SLO can assist you in locating points of contact in the schools and makes appropriate referrals. For information call the Camp Humphreys School Liaison Office at (DSN) 315-757-2241. Visit the School website:

School Support Services: <https://humphreys.armymwr.com/programs/school-support-services>

Elementary School: <http://www.dodea.edu/HumphreysCentralES/index.cfm>

Middle School: <http://www.dodea.edu/HumphreysMS/index.cfm>

High School: <http://www.dodea.edu/HumphreysHS/index.cfm>

**12. Noncombatant Evacuation:** While Korea is a relatively safe location it is important that noncombatants be prepared to evacuate, The Noncombatant exercise (NEO) is part of your life while assigned to Korea. While the process is led by the Department of State/US Embassy, the military has a major role in assisting. The goal is to relocate families and non-emergency essential personnel out of harms way to a safe haven or repatriate them to the United States. Preparation is key to NEO's success. Therefore, we encourage all noncombatants to expect and prepare for uncomfortable conditions, be ready to move quickly, and assist our personnel by calmly following instructions. We encourage everyone to participate in COURAGEOUS CHANNEL exercises – not only so they can learn what to expect, but to help train our people. Contact your unit NEO Warden upon arrival for further information.

**Contact information:** 755-6160

Website: <http://pof-sp4fed/spo/RO/SitePages/Home.aspx>