

IT-06
PESARO, ITALY
28th Regiment “Pavia” Operational Communications
(Last Updated 2021)

Support Organization
HHC BDE, AFNORTH BN, USANATO BDE

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To our newest members of the US ARMY NATO Brigade

We would like to extend a warm welcome to you and your family. We are excited to add you to the USANATO Brigade team.

Our mission is to conduct individual training, logistics, human resources, and service-specific support at 38 locations in 21 countries in order to provide ready & resilient Soldiers to NATO, maintain our joint and multinational partnerships, and enhance the Alliance. The inclusion of administrative control for the MPEP and SON personnel expands our current mission to support the security cooperation among allied nations to one additional country and 43 new locations. USANATO Brigade will conduct Routine Admin Support and UCMJ actions such awards, DD Forms 93, SGLV, leave and passes, SRB updates, MEDPROS updates, FVAP, and all other HR related actions through the G5 IOD section. Their mission is to ensure individual Soldier and Family Readiness through administrative, HR, logistics, operations, and communications support. They receive direct guidance from Brigade leadership.

You can find out more about us and our team at <https://www.usanato.army.mil/About-Us/Leadership/>. If you have additional questions, feel free to contact us at +49-(0) 611-143-549-5302

Although USANATO Brigade manages the support for the MPEP and SON population, the program is run from USAREUR-AF. The USAREUR-AF Program Manager exercises the responsibility of establishing and closing positions, coordinates agreements with DOS and partner nations units, accepts nominations for replacements, makes decisions on extensions and curtailments of tours, sets rating schemes, approves duty descriptions, and conducts program assessment.

For questions about the program please email USAREUR’s PM at lee.s.fennema.civ@army.mil

Again, welcome to the Brigade and we look forward to supporting you and your operations with our partner nations.

Warm Regards

1. QUICK HISTORY OF THE UNIT AND MISSION

The 28th Operational Communications Regiment "Pavia" (Italian language: 28° Reggimento Comunicazioni Operative "Pavia") is an active unit of the Italian Army based in Pesaro in the Marche region. Founded as 28th Infantry Regiment "Pavia" the regiment was part of the Italian army's infantry arm until it became the army's Psychological Operations unit on 1 March 2004 and is designated a "multi-arms unit" since. In 2022 the 28th was assigned to the Tactical Intelligence Brigade.

2. PARTNER NATION UNIT'S POC

LTC (OF-4) FABIO CANTINI

Fabio.cantini@difesa.esercito.it

3. MPEP DUTY DESCRIPTION

The Regimental Plans and Programs Officer assists the Chief of Operations of the PSYOP Development Center (PDC) in developing plans, operations and training. During this tour, you will be responsible for assisting the Chief of Operations in developing tactics, techniques and procedures (TTPs) for PSYOP operations. You will have the opportunity to provide input in the scheduling processes for the Regiment's training as well as administering training management. As the MPEP you will be expected to provide proactive advice on current Information Warfare best practices and encourage the exchange of information. You will have the opportunity to participate in regiment level Command Post Exercises (CPX) and ITA field exercises within Italy and abroad. The most critical annual event being INTREPID KNIGHT which has been occurring between 6th PSYOP BN and 28th Regiment since 2016. The goal is to improve the Regiment's lessons learned process and strengthen interoperability,

4. CASUALTY:

Provide the staff duty number to your supervisor to contact us if you were to be seriously injured, hospitalized, or become a fatal casualty.

5. IN-PROCESSING

USANATO Brigade will help you in-process. Most of the in-processing actions will be done virtually. DO NOT go on TDY for in-processing without the explicit approval of the USANATO Brigade regardless of what your PCS orders state. For information on in-processing action contact the USANATO Brigade G5 at usarmy.sembach.hq-usanato-bde.list.mpep-sons@army.mil.

Send your travel plans to G5 IOD USANATO Brigade POCs. You will report directly to your Partner Nation duty station. Once you arrive at your Partner Nation unit, you will contact the G5 IOD USANATO Brigade. We will send a memo to your resourcing unit asking them to arrive you in the system. We do not have access to arrive you.

6. FINANCE:

Travel reimbursement takes longer than usual for MPEP and SONS. In some cases it can take from 60 to 90 days. Make sure your GTCC is put in VIP status by your current S8 and that your limit is increased to at least \$10,000. Ensure to stop your BAH/OHA before departing your current unit to avoid incurring a debt for overpayment. Three (3) months advanced pay is highly recommended, to be paid by the losing finance office IAW DOD Pay Manual, Table 4-1-1, Rule 7.

7. GARRISON SUPPORT

USAG Vicenza (Primary) – This is the closest U.S. and Army installation (180 miles/3 hours). You

will setup an appointment to Reception/ In-Processing to have access to USAG services. (Visit this link for more In-processing info: Signing In & In-processing United States Army Garrison Italy) It's recommended to take 3 days to complete.

The garrison will provide the following services:

- Housing Office and FMO (furniture, washer/dryer, etc)
- Vehicle Processing Center and Registration
- NATO/SETAF-AF Driver's license testing
- DEERS and ID Card Office
- Post Office
- PX and Commissary
- Health Clinic (Limited use – NO routine medical care ONLY readiness)
- Education Center (Language testing)
- Passport Office

Aviano AB (Alternate) – This installation may be used as an alternate for some services. At times it is easier or faster to receive support. (230 miles/3:45mins)

- Passport Office
- BX and Commissary
- DEERS and ID Card Office
- Health Clinic (limited)

8. MEDICAL/DENTAL

You are required to complete all PHA and dental requirements 30 days prior to arriving to the unit.

During your MPEP/SON tour, dental care will be obtained at the local economy through. Family members will receive dental care through enrollment in the TRICARE Overseas Dental Program managed by United Concordia.

For Medical care you will enroll in TRICARE Overseas Program Prime Remote which provides health care through International SOS.

Website: <http://www.tricare.mil/PLANS/HealthPlans/TPRO.aspx>

Phone number: +44-20-8762-8384

Soldiers and family members will be referred to local health care providers by International SOS. International SOS maintains a list of local hospitals, clinics, and providers who speak English. However, once you arrive at your scheduled appointment, it will not be guaranteed that you will be speaking to and English-speaking receptionist or nurse. ISOS can provide live translations during your appointment, via telephone, if coordinated prior to your visit.

When required PHA can be accomplished online and over the phone using the VIPRR clinic. Once you call ISOS and discuss the available options for care or by directly requesting VH thru ISOS, care can be arranged. For more information contact Virtual Health Care Coordinators (+49 (0)6371-9464-4600) for assistance.

In certain instances when specialty care is not found in the local community, ISOS will refer Soldiers and Family Members to the most appropriate Military Treatment Facility where the needed specialty care can best be provided; which, may be Landstuhl Military Medical Center but not in all cases.

9. EFMP:

Health care for exceptional family members is difficult to obtain, and potentially unavailable or

substandard. EFMP issues can result in the service member being required to perform an unaccompanied tour and/or termination of the assignment.

10. SCHOOLS

There are no DoD Schools in local community. There is no international school located in Pesaro. The closest international school is located in Rimini 40 mins/25mi away (www.isrimini.com). We encourage you to contact the school and request a consultation to determine if the school will meet your child's needs. Unfortunately, no other options exist for English-language schools in the area. Please work with your sponsor and the company to set up your NDSP (non-DoDEA) packet to process tuition costs. The full cost of these private schools are covered by DoDEA.

If service member has school-aged children, he/she must inform the USAREUR MPEP Coordinator in order to receive guidance concerning dependent schooling options and registration instructions. Prior to arrival, service members with dependent school-aged children must register with DoDEA@NDSP.Admin.Europe@hq.dodea.edu and obtain pre-authorization before seeking schools for their children. Service members will be financially liable for any school fees, tuitions, and other costs not authorized by DoDEA.or call CIV 571-372-5863/1897 DSN 312-372-5863/1897.

10.HOUSING

Government Quarters/Housing available are not available. Families must reside in private housing. Many of the local quarters may be smaller than what some Americans are accustomed, however, there is suitable housing available. The housing office at USAG Vicenza will process your request to reside on the economy, lease agreement, realtor fee and other documents. Please contact the Housing Office when you arrive to anticipate their administrative requirements.

Housing will also provide you with your Codice Fiscale, or Italian Social Security number. This is an important document because it is needed for almost any major transaction or activation of any service. It's recommended to get this process started immediately, even if you haven't already found a house.

Vicenza Housing Reception Desk

USARMY.USAG-ITALY.ID-EUROPE.MBX.HOUSING-DIVISION@ARMY.MIL

Phone: +39-0444-71-2725/2726

DSN: 314-646-2725/2726

Laura Simioni (USAG Vicenza Housing Management Asst)

Laura.simioni2.ln@army.mil

Be prepared to pay a security or damage deposit, often the equivalent of 1-3 months. If you leave the house in good condition and all damage claims are settled with the landlord you receive the deposit upon departure. Finance can provide an advance for the deposit. Landlords may also require a 1-3-month advance rent and finance can again provide an advance.

Be prepared to pay a realtor fee equal to 1 moth's rent plus 22% VAT.

During lease negotiation confirm expectations for pre-lease and post-lease painting of the house or apartment. Since a departure painting of a house is normal in Italy, the housing office will help coordinate payment of the painting fee by the Ederle housing/finance office. Note that the painting should not exceed two month's rent. The painting fee will be paid directly to you, who is then responsible to transfer the fee to the landlord.

You will find housing without closets, yet the overall living quarters are comfortable and

accommodating. Having a positive outlook and considering ways to adapt to a completely different culture will enable you to overcome this cultural differences. Many electrical appliances you currently own cannot be used on the European 220 voltage systems. However, most smart devices like cellphones, laptops and tablets can be plugged in to the wall via an adapter. Additionally, other 120v appliances will require a step-down transformer, which you can purchase after you arrive. It will be possible to order transformers via amazon and have them delivered to your new APO. Please see the mail information regarding timeliness and size restrictions. Other host nation online retailers may be a good option to obtain compatible electronic devices or transformers.

You can request FMO to deliver closets, transformers, washer/dryer, etc. They may have limits depending on their inventory at the time you request these items.

Service members will only be paid Overseas Housing Allowance (OHA) and Cost of Living Allowance (COLA) based on the duty location with locality code specified in this order. Duty locations not listed will be paid at the "Other Rate" locality code specified in the Defense Travel Management Office (DTMO). For more information regarding entitlements, visit: <http://www.defensetravel.dod.mil/index.cfm>.

11. PASSPORTS/VISA

Family members traveling overseas are required to have passports. "No-fee passports" can be obtained at Government expense. The application process may take 4 to 6 weeks, so, you should begin the passport application process as soon as you receive your travel orders.

You must obtain a No-fee official (red) passport. Your dependents require a "No-Fee" (blue) passport. VISAs are not required for entry into Germany.

1. No-fee official (red) passport. Application for "No-fee" Passport, DD Form 1056, will include the following information for official passport: BLOCK 11: United Kingdom; BLOCK 12, MPEP participant; BLOCK 17: Traveler is a MPEP in PCS status and the traveler will visit: Afghanistan, Brunei, Cyprus, Egypt, Iraq, Malawi, Malaysia, Morocco and Kenya during their tour of duty. Traveler requires a no-fee (red) passport.

2. Dependents "No-Fee" (blue) passport. The application will include the following information: BLOCK 11: United Kingdom; BLOCK 12: MPEP participant; Block 17; Visa not required.

3. It is the Service member's responsibility to process the passport at his/her current duty station prior to PCS. DO NOT PCS to the United Kingdom without a US no-fee passport. Service members will comply with requirements for the country as set forth in the DoD Foreign Clearance Guide (FCG). AR 1-40 and 630-5 implement the FCG and furnish supplemental U.S. Army requirements. Check the passport and visa website to obtain updated information for passport and/or visa requirements: www.fcg.pentagon.mil/fcg.cfm.

Tourist passports are needed for personal travel in Europe. You may apply for tourist passports on arrival, but for convenience it is recommended that you apply for the tourist passport while you're still residing in the United States. You can find more information on tourist passports from your local personnel services detachment, passport office nearest you, or from the U.S. State Departments official website at <http://travel.state.gov>.

12. POSTAL SERVICES

The US Post Office is located on USAG Vicenza. It operates during Mon-Fri ONLY for mailing and package pick-up services. You will need to coordinate and plan a day to make a mail run – pay attention to Italian, Federal and training holidays to avoid making a trip and the Post Office being closed. You access your mailbox at any time.

When you receive your mailbox, you will need to request to put a long-term hold on your mail (the duration of your tour) so that the post office does not mail your packages back to the sender. Typically they will only hold the mail for 2-3 weeks before sending it back, however they make exceptions for people who are coming from long distances.

***Don't make an offer on a place until you have met the landlord. Your relationship with your landlord is just as important as how much you like the home. Ensure your lease clearly articulates the expectations of both you and your landlord to reduce any future confusion and conflict. For example, ensure to agree on what the landlord will maintain in your house or apartment and who is responsible for all utilities.

There are several options for utilities, however the most advisable company for this location seems to be HERA which offers Gas and Electric if you choose to live in Pesaro. They have a location just right near the base and setup is simple. Alternatively, Eni also provides a service. Be sure when looking for a house to note the energy rating. Utility bills can become pricey – the lower the letter of energy rating the less efficient the dwelling and more likely you are to pay.

13. BANKING

Almost all utilities and services (Internet, cellular and TV providers, utilities and contract-based services) require an Italian bank account for payment. The local currency is the EURO. You have the option of creating a bank account with BNL or Community Bank which are both collocated on USAG Vicenza. It is recommended to call ahead and make an appointment so you can complete the enrollment and set up an account during in-processing. You may also use one of several online banks (for example N26) which you can easily setup online with your Codice Fiscale and Passport. Another useful tool is the service and application call TransferWise which allows you to move money from your US account to your Italian bank account instantly.

Please remember that conversion fees apply to your transactions when transferring dollars to the local currency or at point of sale (if paying in USD). Many people make the mistake of calculating the equivalent currency when looking at the price of a good or service, but vendors and banks offer different conversion rates that is not equal to a simple conversion. Banks often provide more competitive conversion rates, so it may be best to transfer USD to local currency within your account to avoid excessive transaction fees or conversion rates at the point of sale. It will be important to know your bank's International Bank Account Number (IBAN) or SWIFT number, as this information will almost always be needed when paying bills, tickets or contract services online.

14. VEHICLES REGISTRATION

Driving in Europe is very different from driving in the United States. While most laws are similar, roads are typically smaller, traffic patterns differ and there are far more motorcycles, bicycles and pedestrians. Road speeds are also faster on the Autostrada, the Italian equivalent of the interstate, than most places in the U.S.

Before you hit the open road to explore the Italian countryside, you'll need to make sure you've got the proper documents and have registered your privately owned vehicle (POV). Remember a max of three vehicles are allowed per active duty member along with their dependents at one time. We hope you find this section useful on how to get around here in Italy and abroad. To drive in Italy you must first do the following:

- Attend driver's orientation class at the Central Processing Facility
- Pass the test SETAF license (this will consist of info and commonly used Italian Road signage)
- Secure insurance
- Register Vehicle
- Pass vehicle inspection

A maximum of 3 vehicle registrations is permitted per tour. For your primary vehicle, you won't pay Italian road tax and you will be authorized tax-free fuel coupons.

You'll pay annual registration and Italian road tax (100€-500€ based on engine & age) for any POVs beyond your primary vehicle.

Fuel: There is a current agreement with the Italian government to waive Value Added Tax and Excise Tax from your fuel purchases. Fuel in Europe can cost up to three times the cost in the U.S. It is important to plan trips according to authorized fuel stations. In Italy, NATO personnel utilize ENI or AGIP fuel stations. You will receive a fuel card from the PX customer service after vehicle registration, pay your fuel bill (as charged to your card) twice a month. You will receive between 300-400L of VAT-free fuel depending on vehicle size.

The autostradas have toll booth located at the entrance and exits of the highway. These tolls add up quick and become choke points for traffic. It's recommended you sign up for Telepass (toll transponder) which allows you to breeze through the tolls without stopping or getting stuck behind someone looking for change. You will need to have an Italian bank account to sign up.

For more driving information visit: [Driving in Italy :: United States Army Garrison Italy](#)

15. DRIVER'S LICENSE

License: To legally operate your POV, you will need to take the SETAF/NATO and attend the driving orientation.

16. VEHICLE PROCESSING CENTER - VPC:

The VPC will send you an email to notify you that your vehicle has arrived. You will pick up your vehicle at Vicenza VPC located at Quarti di Quartesolo. You will need to bring all your documents from shipping your vehicle plus \$30 and 5EUR. For more information visit [Vehicle Registration :: United States Army Garrison Italy](#)

17. TRANSPORTATION

The Personal Property Processing Office is located on Caserma Ederle, Vicenza: The arrival of Household Goods (HHG) will be coordinated through this office and can be tracked through www.move.mil/. Once your housing contract is complete you can track your move at: <http://www.move.mil/> website. Upon notification of a shipment's arrival, you must schedule a delivery date and be at your quarters on that date to accept delivery. HHG shipments for newcomers to your location should not include Personally Owned Firearms (POF).

18. IT SUPPORT

Government Computers are not always available and are not normally required to conduct day-to-day work activities. The Partner nation that you are assigned will issue you a work Computer. The USANATO Brigade G5 in coordination with the G6 will process NIPR account requests and issue (as availability allows) NIPR computers. In some cases, you may get a special CAC reader that allows you to use your personal tablet or phone to read encrypted emails. VPN access can also be requested if needed.

19. TDY

MPEP/SON program funding only DIRECTLY supports requirements to enable the exchange program. This is a centralized Army funding for program management of worldwide exchanges and Schools of Other Nations program. In general – mandatory admin requirements, medical TDY, program management, MPEP conference, etc.

What is not funded by HQDA is the following (exceptions may apply on case-by-case basis):

TDY trips for conference, training, exercises, site visits, and other travel conducted for the benefit of the partner nation is not funded by the MPEP program and should be covered by the partner nation.

DA PHOTOS:

MILPER MSG 20-209 announces the elimination of Department of Army (DA) Photos, and race, ethnicity and gender identification data for officer, warrant officer, and enlisted DA Centralized Selection Boards and DA 640-30 states: Soldiers assigned to areas where photographic facilities are not available or conditions prevent them from being photographed are temporarily exempt from the requirements of this paragraph. These Soldiers will be photographed within 90 days after reassignment to an area where photographic facilities are available.

MITIGATION STRATEGY: During U'Rs next MPEP conference schedule your DA Photo in advance; take advantage of TDY and Leave periods near a DA Photo Lab.

MEDICAL READINESS - AR-40-502 Ch 4-17 b.

b. Soldiers in isolated areas. The commander concerned for those Soldiers stationed in isolated areas may delay PHAs; for example, Army attachés, military missions, and military assistance advisory groups, where medical facilities are not available.

MITIGATION STRATEGY: Delayed PHAs will be accomplished at the earliest opportunity in conjunction Conferences, with leave, temporary duty, or when the individual concerned is assigned or attached to a military installation with a medical facility. Medical examination of such individuals for retirement purposes may not be delayed AND medical TDY is allow.

WEAPONS EXEMPTION - AR 350-1 para F-7 (7) (d):

Exemptions from weapons qualifications are as follows: Individuals in duty positions not assigned individual weapons.

MITIGATION STRATEGY: None needed.

SENIOR RATER VISITS: This will not justify TDY funding.

MITIGATION STRATEGY: During the upcoming Conferences you will be able to meet your Senior Rater depending on their availability. In the meantime, the use of 365 TEAMS is encouraged where possible.

20. CLEARANCE

The NATO Secret, SF86 renewals, and other clearances are process by USANATO Bde G2. If fingerprints are required and embassy does not provide this service, the Service member may have to travel on TDY.

21. LEAVE REQUESTS:

You will need the certificates below IOT request leave. Recommend you complete these training before departing current PDS. You may not have the connectivity needed once you arrive to new PDS.

AT level Certificate

SERE Certificate

STEP (proof of enrollment)

Information about STEP:

Even if SMs are going back to CONUS, they must enroll in STEP for the country that they are assigned to. This allows for them to receive current events/updates (i.e. Do Not travel update / COVID information / demonstration / places to avoid, etc.) from the US embassy of that particular

country while they are in the USA.
<https://step.state.gov/STEP/Index.aspx>

Information about SERE:

Got to course catalog: Course Number: A-US1329 SERE 100.2 Level A SERE Education and Training in Support of the Code of Conduct

<https://jkodirect.jten.mil/Atlas2/page/desktop/DesktopHome.jsf>

22. WHICH PATCH WILL I WEAR?

You will wear the patch of your resourcing unit. For example, if you are assigned to 82nd AD you will wear that patch. You are not allowed to wear a foreign patch.

23. WHO IS MY RATER AND SENIOR RATER?

Recommend that you contact the MPEP Program Manager in U'R G5. They manage the Rating Scheme. The PM is Mr. Lee S. Fennema and his emails address is lee.s.fennema.civ@army.mil

24. HOW DO I SELF-NOMINATE FOR MY JOINT EXPERIENCE CREDIT?

To self-nominate for a joint experience, submit your request through the MilConnect website at the following link: <https://milconnect.dmdc.osd.mil/milconnect/>

Once you are fully logged in, you will click on the "Correspondence/Documentation" tab and then on the JQS (Joint Qualification System) link from the drop-down menu. After you submit your joint experience summary, you must go back in and attach the required supporting documents. All experiences require supporting documentation. We will not action your request until we receive the required documents. Be sure to put a valid email address that you check REGULARLY after submitting an experience. HRC will send you an email with the status of your packet and if it is missing any documentation. There is a limited amount of time for you to submit corrections, so do not delay and get your information together to give you the best chance for an approved experience.

When should I self-nominate for my joint experience credit? Is there a deadline? An officer performing a joint experience in a non-JDAL assignment must submit their joint experience via the self-nomination web site within 12 months (365 days) of completing that joint experience.

Submissions received after this deadline are not eligible for consideration by the joint panel. You must be complete with your joint experience before submitting a request. Submissions while still serving in the experience are not authorized.

Don't worry about adding JDAL billets.

25. CIVILIAN CLOTHING ALLOWANCE & REQUIRED MILITARY UNIFORMS:

IAW AR 700-84, Service members not directed to dress in civilian clothing more than half the time when performing duty are NOT eligible for civilian clothing allowance.

Service member is to bring a set of Army Service Uniform (ASU), Army Combat Uniform (ACU), Mess Dress, and Army Physical Fitness Uniform(s) (APFU).

26. UCMJ

UCMJ authority falls under USANATO Brigade

27. THINGS I WISH I KNEW BEFORE ARRIVING:

Be familiar with and comply with provisions of AR 614-10, U.S. Army Personnel Exchange Program with Armies of Other Nations and the Memorandum of Understanding (MOU) between the U.S. Army and the Italian Army.

I wish I had done the Anti-Terrorism Level 1, Cyber Awareness, CTIP and SERE prior to departing

old PDS. The USANATO Brigade team requires these certificates but there was limited connectivity to .mil sites.

Conduct ADFT before departing old PDS. ACFT's are provided in Sembach, Germany once a year and you may not always be able to attend ACFT events due to competing priorities.

Must have a recent DA Photo uploaded on DAPMIS prior to departing losing command. Logistically, it is tough to update your DA photo from this location.

Ensure you come with a healthy savings account for upfront costs. You will have to pay deposits and fees which will quickly add up. Recommend having a cushion of \$15k.

Be prepared for difficulties in using Tricare Remote ISOS. You will incur all costs upfront and be reimbursed eventually since there are not network providers. You will also have trouble finding on-par health care that is equivalent to US standards.

Be prepared to be extremely resource and innovative in devising solutions. You will not be resourced adequately by the Italian Army and will need to provide your own means of IT equipment (i.e. NIPR, mobile wifi for connectivity). You are only provided a computer with intranet capabilities which does not allow you to be productive.