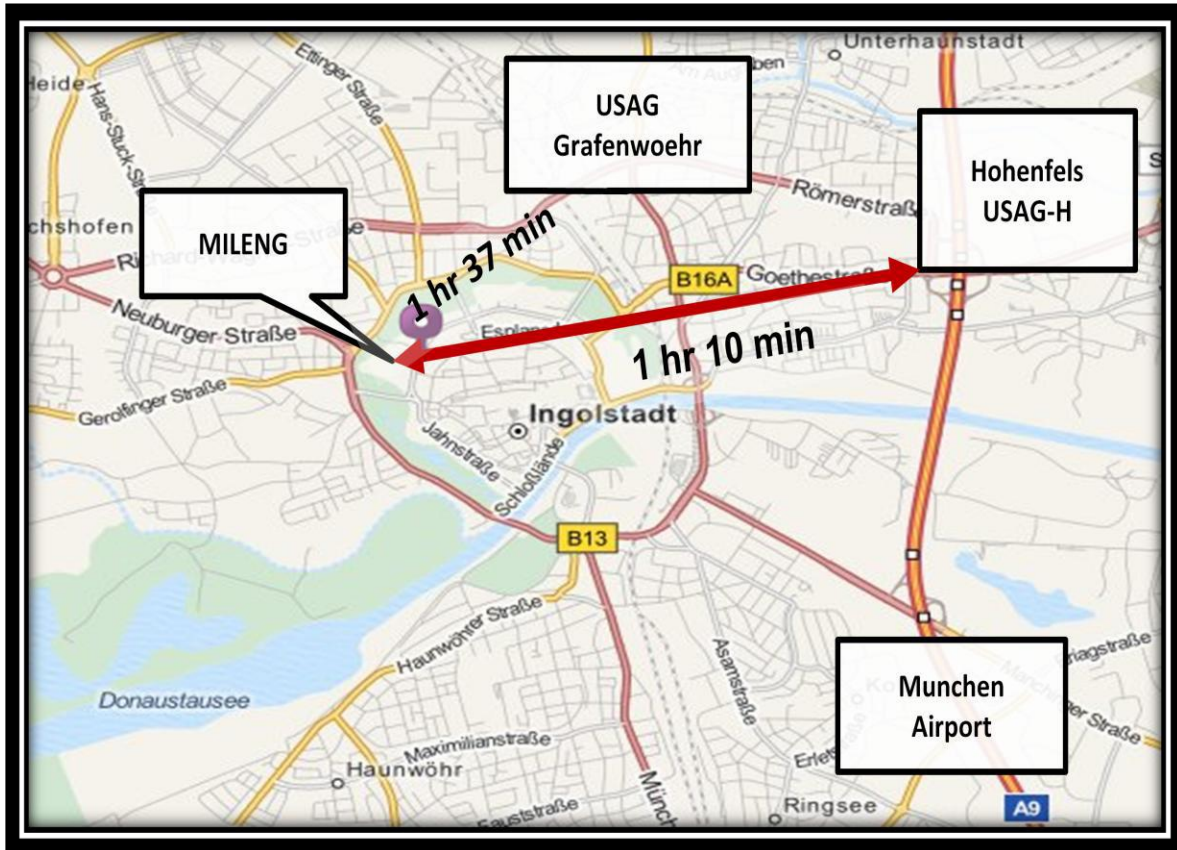


Ingolstadt, DE

Military Engineering Centre of Excellence

(MILENG)

<http://www.milengcoe.org>



Contact Information

Headquarters and Headquarters Company

HHC Commander

DSN: 314-549-5430

CIV: 06111435495430

1st Sergeant

DSN: 314-549-5420

CIV: 06111435495420

Staff Duty

CIV: (+49) 1722915836

Welcome

Welcome to US Army NATO (USANATO). A smooth transition to USANATO begins with good sponsorship. It is imperative that you maintain contact with your assigned sponsor immediately. Your sponsor is the one person who can help ensure that you and your family arrive in country and begin in processing smoothly. Be sure to address your concerns and questions to your sponsor before your arrival, so that your sponsor and gaining unit can assist you properly. Prior to your arrival, your sponsor should have made billeting reservations, airport transportation pick-up, and in-processing appointments for you as a minimum. Make sure to inform your sponsor of any last minute flight changes or reporting delays. Below is a highlight of what you can expect at your country of assignment. The information here is not all inclusive and may change over time. It is especially important to check and verify a country's requirement for passport and visa.

Passports/Visa

Family members and US Government civilians traveling overseas are required to have passports. Official or "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.

A birth certificate with a raised seal is required to apply for a passport. You can request a birth certificate from the Bureau of Vital Statistics in the state where you were born. Adoption decrees, marriage and/or divorce decrees may be required for personnel getting a passport with a different name than the name that appears on the birth certificate. The U.S. State Department requires both parents' consent for new passports for children less than 14 years old. If one parent is unavailable because of geographic separation, divorce, or other circumstances, the parent applying for a child's passport must obtain a signed statement from the absent parent that grants permission to take the child overseas.

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 should 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>.

Resources

Location

Pioneer Kaserne auf der Schanz Manchinger Strasse 1, Ingolstadt

[Newcomers Handbook](#)

Garrison Support

US Army Garrison Hohenfels

Hohenfels Newcomers Page - Located within this page is some helpful information on moving to Germany.

City of Ingolstadt: Located in the centre of Bavaria, Ingolstadt is an attractive, lively city, full of variety and well worth a visit. The city offers a fascinating mixture of the historical, the traditional and the modern. You are cordially invited to explore the city of Ingolstadt.

In-processing

You will arrive at Frankfurt International Airport or Ramstein Air Force Base. You will take the bus to Hohenfels, your supporting installation, where your sponsor will meet you. Next you will begin in-processing the Hohenfels Garrison (approx. 2 weeks). Once complete you will be driven or drive to the Military Engineer Center of Excellence in Ingolstadt. Arrangements will be made to in-process HHC at Sembach, Germany.

Below is a list of documents you should carry with you:

- PCS Orders
- Leave Form
- Passports and Visas
- Social Security Cards
- Driver's License
- Birth Certificates
- Marriage Certificates and/or Divorce Decrees
- Medical and Dental records
- Proof of Citizenship if Naturalized Wills and Powers of Attorney
- APFT and Weapons Qualification Cards
- HHG and Vehicle Shipping Documents
- CIF printout (be prepared to request RFI NLT 7 days after arrival)
- Pet Records and ID tags
- Children's Education Records
- Vehicle Titles/Registrations/License Plates
- Copy of Last Evaluation (if applicable)
- Insurance Documents (Vehicle/Home)

Closet Military Installation

USAG Hohenfels, Germany - 74 km, approximately 1 hr 20 min drive from Ingolstadt.

Commissary/Post Exchange

Shopping at American Military Bases at Hohenfels or Grafenwoehr

The US Military Bases in Hohenfels or Grafenwoehr offer some shopping opportunities. There are PX and Commissaries, where you can buy food and groceries. There are cash machines available on the US bases. You may use your debit cards to withdraw US cash if it has the corresponding sign on the back of your card. German back card does not work?

Hohenfels: <http://www.hohenfels.army.mil/>

Grafenwoehr: <http://www.grafenwoehr.army.mil/>

The nearest facilities are in Hohenfels community.

Commissary Hours of Operation:

Mon (closed), Tues 1000-1900, Wed 1100-1800, Thurs 1000-1900, Fri 1000-1800, Sat 1000-1700, Sun 1100-1700

Phone number: +49-9472-83-2630, DSN: 314-466-2630

Post Exchange Hours of Operation:

Mon-Sat 1000-1900, Sun 1100-1800

Phone number: +49-9472-83-94000, DSN: 314-466-2640

GPS Address: St 2234 Hohenfels, 92366

Medical/Dental

Hohenfels Dental Clinic, building 50 will handle all Dental needs you may have. Phone: 09472-83-720, Hours of Operation: Mon thru Fri 0730 -1130 & 1230-1630, Sick Call hours: 0730-0830

Hohenfels Health Clinic, building 51 has a medical facility for all your Medical needs. Sick call is available on the Kaserne thru the German Army.

For the MILENG COE members there is an ambulance and medical facilities available in the Pionier Kaserne Barracks during working hours, this treatment is at no cost. More detailed information relating the procedures and opening hours can be obtained from the CSM.

TRICARE Prime Remote and International SOS

Welcome to the TOP Prime Remote program! Our health care specialists at International SOS (Intl. SOS) are available to assist you and will be arranging and managing your health care needs with your primary care physician. We understand that you may be more familiar with a Military Treatment Facility (MTF) or civilian assigned Primary Care Manager (PCM). In TOP Prime Remote locations, you will not have an assigned PCM. Intl. SOS will act as your PCM for referral and authorization management. The health and well-being of you and your family are our main priorities.

Active duty personnel under full-time orders with a permanent duty assignment who **live and work** more than 50 miles (*or approximately a one-hour drive*) from a military hospital or clinic in TPR-designated ZIP codes, must enroll in TRICARE Prime Remote (TPR). In some cases where

geographic boundaries create undue hardship for travel, members living closer than 50 miles may be eligible for TPR.

ADFM's residing with their TPR-enrolled sponsor's qualifying TPR location are eligible for TPRADFM. Once ADFM's enroll in TPRADFM, they may remain in TPRADFM as long as their sponsor is enrolled in TPR and they reside in the same TPR-qualifying location. ADFM's may remain enrolled in TPRADFM even if their sponsor later receives an unaccompanied permanent change of assignment and they continue to reside in the same TPR location. If ADFM's choose not to enroll in TPRADFM, they will receive care under TRICARE Standard and TRICARE Extra, with applicable cost-shares and deductibles.

If you're an active duty service member or an activated Guard or Reserve member stationed in a designated remote overseas location, you must enroll in TRICARE Prime Remote Overseas. Family members must be command-sponsored to enroll or they have the option to use TRICARE Standard Overseas if not command-sponsored.

Call your regional call center Eurasia-Africa: +44-20-8762-8384

TRICARE Prime Remote Overseas meets or exceeds the requirements for minimum essential coverage. The Affordable Care Act requires you to maintain basic health care coverage—called minimum essential coverage. If you don't have minimum essential coverage, you may have to pay a fee for each month you aren't covered under the [Affordable Care Act](#). [Who Can Participate?](#)

The following beneficiaries may enroll in TRICARE Prime Remote Overseas:

Active duty service members

Command-sponsored active duty family members

Activated National Guard/Reserve members

Command-sponsored family members of activated National Guard/Reserve members

When you enroll in TRICARE Prime Remote Overseas, you can call an overseas point of contact (POC) for help. They can help you:

Enroll in a TRICARE plan overseas

Schedule appointments at overseas network facilities

File your medical and dental claims

Answer questions about coverage options and benefits—including complex issues

Navigate TRICARE's electronic self-service options

To locate your POC, contact your [TRICARE Area Office](#).

What is International SOS?

International SOS is a medical and security assistance company that TRICARE has partnered with to provide healthcare for remote locations. International SOS provides assistance with scheduling medical appointments, locating network primary and specialty care providers and medically monitoring your care. There is no out-of-pocket costs or paperwork to file. SOS also provides a 24 hour, seven day a week doctor or nurse advice line. The number is 44-20-8762-8133, and you can call this number collect. You can find more information on SOS at the following website:

<http://www.internationalsos.com/private/tricare/europe/>

Phone number:

0800-181-8508 (This number is for a TRICARE representative that works at the International SOS)

Collect: 00-44-20-8768-8133

Fax: 00-44-20-8762-8125

Email: tricarelon@internationalsos.com

Keep Your DEERS Information Up To Date

Eligibility for TRICARE is determined by the services and reflected in the Defense Enrollment Eligibility Reporting System (DEERS). It is important to keep DEERS records up to date. Due to coverage requirements under the Affordable Care Act, TRICARE must be able to verify your coverage status based on what is listed in DEERS. Your Social Security number (SSN) and the SSN of each of your covered family members must be included in DEERS for your TRICARE coverage to be reflected accurately. For more information, visit www.tricare.mil/deers.

As the TRICARE Overseas Program (TOP) contractor, Intl. SOS has developed a provider network in your enrolled remote location. This network includes hospitals, emergency, primary care, and specialty care providers. There are no enrollment fees for TOP Prime Remote beneficiaries and medical care is available on a cashless, claimless basis.

In order to receive cashless, claimless medical care, TOP Prime Remote beneficiaries must follow the procedures outlined below. It is also important to understand the Point of Service (POS) benefit and how Other Health Insurance (OHI) is used when receiving care in TOP Prime Remote locations. International SOS is available to assist you 24 hours a day, 7 days a week and you may call collect, if available. For toll-free contact information, visit www.tricare-overseas.com/contactus.

Point of Service Option: The TRICARE Prime Point-of-Service (POS) option allows TOP Prime and TOP Prime Remote Active Duty Family Members (ADFMs) to pay additional out-of-pocket fees to receive non-emergency health care services from any host nation provider without referrals. Note: Prior authorization requirements for certain services may still apply when using the POS option. Visit www.tricare.mil/FindDoctor/Appointments/Authorization.aspx for more information. If you still have questions or need assistance when using the POS option, contact your TOP Regional Call Center.

Schools

The following facilities provide all schooling needs for the Heidelberg area:

SIS Swiss International School Ingolstadt grades Pre K - 12

Hohenfels Elementary

Hohenfels Middle/High School

Housing

Private leased housing. Most houses/flats in the Ingolstadt area do not come with an installed kitchen and lack built in closets. Renters willing to accept pets are limited. Ingolstadt falls under Augsburg for the Overseas Housing Allowances (OHA) rate. USAG Hohenfels Housing Office, bldg 85 will process all Temporary Lodging Expenses (TLE), OHA and will assist in signing leases.

Government furniture, washer/dryer and refrigerators are available from the housing office. Point of Contact DSN: 314-466-2681

MILENG COE owns its own accommodation of 26 rooms with 2 rooms sharing a bathroom/shower; these are contained within Building 33. Newcomers are allowed to stay for a maximum of 4 weeks in the Barracks if required. Within the Barracks there is an Officer/ NCOs Club, as well as a Canteen for messing both are available 6/7 days a week.

There are several ways of finding a place to live in Germany. The first and probably quickest is through an Immobilienmakler, a real estate agent.

A good source for finding a place. Immobilien, Wohnungen und Häuser bei:

<http://www.ImmobilienScout24.de>

The housing market in Ingolstadt is varied and it will require some time to find the appropriate house or flat. The average prices for houses you can find on:

http://www.miet-http://www.mietcheck.de/mietspiegel_Ingolstadt.php.

The housing standard is good but you have to remember that there will be no kitchen in the rental houses normally and the deposit is normally 1-2 monthly rent rate.

Mail

Hohenfels Consolidated Mail Room (CMR) will handle all mail services.

Vehicles

License: USAG Hohenfels, building 46.

Registration: USAG Hohenfels, building 10.

Fuel: Economy/AAFES Fuel Card

It best to obtain an International Drivers License before coming to Germany, not all countries accept the USAREUR Drivers License. Ensure your US Drivers License are good and will not expire during your tour.

A source to obtain an International Driver's License is through Idlid. Sponsors should notify the inbound Soldier and dependents, those that are of driving age of the need to obtain an International Driver's license prior to departure from CONUS. <http://www.idlid.com/prices.php>

Update: IDL Website: <http://www.idlid.com/?gclid=CJGI0tj31MMCFQoKwwod0KoA4g>

International Driver's License (book only): \$20.00 US

International Driver's License (book with regular plastic card): \$25.00 US

Additional plastic card: \$10.00 US

International Driver's License (book with magnetic stripe plastic card): \$35.00 US

Additional magnetic stripe plastic card: \$15.00 US

Additional security hologram security seal affixed to booklet: \$10.00 US

Member plastic ID card: \$20.00 US

Drivers Testing

During your in-processing, driver's training and testing will usually be scheduled for you within the first week of your arrival. The driver's test in Germany is not easy, and most individuals who do not study prior to the training fail the test on the first try. To avoid this, you can take the test online at <http://jko.jten.mil>. Under Course Catalog ensure the "courses" tab is selected and select "USA" from the drop down. Enter 007 in the course number field and click search. Enroll and take USA-007 "U.S. Forces Driver's Training Program for Europe (2 hrs)". When you are ready, enroll and take the exam USA-007-B "U.S. Forces Driver's Training Program for Europe – Final Course Exam (2 hrs)." Once you have passed the exam simply print out your certificate and bring it with you to Germany. Present it to the drivers office when you in-process to receive your USAREUR license.

Transportation

Coordinated through Hohenfels Transportation Office, building 10. Point of Contact: DSN: 314-466-1540

Driving Directions to Ingolstadt

Open your selected route planner (**GPS**)

Type "Germany" for destination country (if applicable)

Type "Hohenfels (Neumarkt in der Oberpalz)" for destination city

Type "ST 2234" for destination street address

Pets

Germany has a lot of rules concerning pets, nevertheless, the Germans love pets like any other people. If you wish to bring a cat or dog into Germany, the animal must have been vaccinated for rabies at least 30 days but no more than 12 months prior to its entry. Proof of examination must be presented at the border.

It is a European Union requirement that dogs and cats have an identification number, either on a clearly visible tattoo or as a microchip, and that this number corresponds to one on the proof of examination. (For travel between European Union countries, the pets must now have a passport, issued by a licensed veterinarian.)

If you live in rented quarters you must have the permission of the landlord before keeping a pet, and,

as in the U.S., dogs must be licensed. Cats need no license. Check with the authorities for rules regarding other pets.

Certain breeds of dogs present special problems. The rules vary from state to state in Germany, but most consider Pit Bulls, Staffordshire Bull Terriers and American Staffordshire Terriers too dangerous. Their import is banned. Several of the states, including Bavaria, Brandenburg and North Rhine-Westphalia, also have what they consider a Category 2 Kampfhund, and this includes the Rottweiler.

There is no outright ban on the import of Rottweiler's, but they must be submitted to a viciousness test. If they pass the test they are treated like any other dog. But if they fail they are subject to the same rules as the Pit Bulls and Terriers. If they are not outright banned from the state they face a high licensing fee, must be neutered and must be muzzled and kept on a leash whenever they are off the owner's property. For more detailed information on which breeds may be banned and in which states the ban is effective it would be wise to contact a specialist in importing pets. You can also visit the following website for a detailed list of banned breeds and other information about restrictions on dangerous dogs: http://www.zoll.de/EN/Home/home_node.html

With these and all pets, the owner is legally responsible for anything the animal does. They are subject to huge lawsuits if, for instance, a dog runs a motorcyclist off the road and he is disabled for life. A personal liability policy arising out of ownership of a dog costs about €70 a year in Germany. It's a good idea to obtain this insurance. Dogs are not allowed in grocery stores, butcher shops and other shops where fresh food is sold. Some Konditoreien, or cafes, don't allow them either. Establishments that don't want you to bring your dog inside will have a small sign affixed on the window. It usually shows a picture of a dog and will read something like: "Wir müssen leider draussen warten" (unfortunately, we must wait outside).

Status of Forces Agreement (SOFA)

You will often hear the term Status of Forces Agreement or SOFA during your assignment overseas. Each European country has distinct differences regarding what rights or responsibilities are included in the SOFA agreement that they have with the United States. The SOFA plays a vital role in guaranteeing fair treatment of Soldiers and their family members. It defines the legal status of U.S. (Sending State) personnel and property in the territory of the host nation. The purpose of such an agreement is to establish rights and responsibilities between the United States and the host nation government on matters such as the wearing of the uniform, carrying arms, taxes, entry and exit of personnel and property (for example, automobiles, personal weapons), resolving damage claims, and other activities such as postal, recreation, and banking.

More importantly, SOFA deals with civil and criminal jurisdiction. They are a vital means by which the Department of Defense carries out its policy "to protect, to the maximum extent possible, the rights of United States personnel who may be subject to criminal trial by foreign courts and imprisonment in foreign prisons." All civilian employees and family members going overseas will be provided a SOFA certificate for their passport. Contact your local military passport section for more information on the SOFA certificate.

Child Care

Soldiers arriving to the unit that require a Family Care Plan (FCP) are required to send their in to the HHC Commander NLT 30 days after arrival to Germany.