



DEPARTMENT OF THE NAVY
NAVAL RESERVE OFFICERS TRAINING CORPS
HAMPTON ROADS
5215 HAMPTON BLVD
NORFOLK, VA 23529-0120

Canc: SEP 11

MEDCLANT/MEDCPACNOTE 1530
NO
26 Apr 11

MEDCLANT/MEDCPAC NOTICE 1530

From: Naval Reserve Officers Training Corps Unit San Diego, CA
Naval Reserve Officers Training Corps Unit Hampton Roads,
VA

Subj: SUMMER TRAINING 2011 ATLANTIC AND PACIFIC FLEETS
MIDSHIPMAN EMBARKATION/DEBARKATION COORDINATORS (MEDC)
GUIDANCE AND INFORMATION

Ref: (a) Midshipman Summer Training Manual NAVEDTRA 37300
(b) OPNAVNOTE 1530
(c) CITRIX Program (User's Manual)

Encl: (1) MEDCLANT/MEDCPAC Guidance for NROTC Units
(2) MEDCLANT/MEDCPAC Information
(3) MEDT Norfolk Information
(4) MEDT Mayport/Jacksonville Information
(5) MEDT San Diego Information
(6) MEDT Seattle Information
(7) MEDT Mediterranean Information

1. Purpose. To provide guidance and information in amplification of references (a) through (c) to Commanding Officers and Summer Cruise Coordinators at NROTC Units, Officers-in-Charge and Midshipman Embarkation/Debarcation Teams (MEDTs) regarding Midshipman summer cruise training aboard Atlantic and Pacific Fleet ships and squadrons.

2. Discussion. General instructions pertaining to Midshipman summer training are contained in references (a) through (c), with further information available at https://www.nrotc.navy.mil/training_info.aspx. Specific instructions for NROTC Unit Commanding Officers, USNA Professional Development (PRODEV) staff, Midshipman Embarkation/Debarcation Transportation (MEDT) coordinators, and Midshipman Liaison Officers (MLOs) are contained in enclosure (1). Enclosures (2) through (7) provide detailed information regarding MEDC/MEDT locations, communications, staffing, and

travel information for use by NROTC Units in preparing for Midshipman summer training.

3. Responsibility

a. MEDCLANT's primary responsibility is to serve as the Naval Service Training Command (NSTC) representative for Second, Fifth and Sixth Fleet Midshipman summer training operations. MEDCPAC's primary responsibility is to serve as the NSTC representative for Third and Seventh Fleet Midshipman summer training operations. MEDCLANT/MEDCPAC will schedule cruises, provide muster lists to ships embarking Midshipmen, receive onboard reports from units, and coordinate with liaison officers on appropriate at-sea training details. Further responsibilities are contained in reference (a).

b. MEDT responsibilities include establishing processing facilities, providing for the orderly embarkation of Midshipmen aboard ships and/or Air Mobility Command (AMC) flight transportation, documenting and providing the appropriate MEDC with a detailed list of discrepancies that occur during the embarkation of Midshipmen, and conducting liaison as required to facilitate embarkation/debarkation.

c. USNA PRODEV and NROTC Unit Commanding Officers participating in Atlantic, Pacific, and Mediterranean Midshipman Afloat Training are responsible for ensuring that midshipmen are thoroughly briefed and properly prepared for summer training in accordance with the provisions and instructions contained in references (a) through (c) and enclosures (1) through (6).



W. R. AULT
CAPT USN



T. V. HALLEY
CAPT USN

Distribution List:

COMLANTEFLT
COMPACFLT
COMNAVSURFLANT
COMNAVSURFPAC
COMNAVAIRLANT
COMNAVAIRPAC
COMSECONDFLT
COMTHIRDFLT
COMFIFTHFLT
COMSIXTHFLT

COMSEVENTHFLT
CO, All NROTC Units
CTF-63
NSTC (OD3)
OIC, MEDT Mayport/Jacksonville (NROTCU, Jacksonville University)
OIC, MEDT Mediterranean (NROTCU, George Washington University)
OIC, MEDT Norfolk (NROTCU, Hampton Roads)
OIC, MEDT San Diego (NROTCU, San Diego)
OIC, MEDT Seattle (NROTCU, University of Washington)
USNA PRODEV

MEDCLANT/MEDCPAC GUIDANCE FOR NROTC UNITS

1. Ship Assignment Procedures

a. Summer cruise 2011 phase dates are as follows:

Phase	Phase Start	Phase End	Assignment
0	13 May	27 May	USNA only
I	31 May	24 Jun	All
II	27 Jun	22 Jul	All
III	25 Jul	17 Aug	All

b. Billets will be distributed to schools approximately six weeks prior to each phase start date. In most cases, the specific cruise information available in the CITRIX Summer Cruise database will be the ship name, hull number, embark/debark port, embark/debark date, billet number, class, gender, first day underway, total number of underway days, and any other specific information that may be needed for successful embarkation.

c. Assignments are in accordance with quotas established by NSTC in reference (b) and are evenly allocated among individual NROTC units. Every effort is made to ensure a fair distribution of available cruises, with underway days and ship type given prime consideration.

d. The NSTC Nuclear Programs Office (OD1) schedules all submarine cruises separately. Scheduling/embarkation of Surface Nuclear Cruises is supported by the MEDC/MEDTs, however Submarine Cruises are not.

e. Scheduling/embarkation of Afloat Nursing cruises is supported by MEDC/MEDTs. The NSTC Medical Programs Officer (OD2A), however, schedules all Shore-Based Nursing cruises separately.

f. The NSTC Summer Cruise Coordinator (OD311) schedules all CORTRAMID, Marine Ashore, Foreign Exchange (FOREX), SPECWAR and EOD cruises separately.

2. NROTC Unit and USNA PRODEV Responsibilities

a. Assigning billets. After the MEDCs make the initial assignments in CITRIX, each NROTC unit/USNA PRODEV is responsible for entering into CITRIX the social security number, security data, and travel itinerary for the specific Midshipman assigned to each billet.

(1) Billets should be reserved as soon as possible. All unreserved billets will be reclaimed by the MEDCs for redistribution seven days after billet assignments are entered into CITRIX.

(2) NROTC units/ USNA PRODEV must verify swim qualifications and security clearances in CITRIX, making sure that all Midshipmen participating in a summer cruise are eligible and have these required qualifications.

(3) Although not provided in messages to the Fleets, travel tango numbers and cell phone information are invaluable and should also be entered in CITRIX.

b. Travel. The NROTC Unit is responsible for making travel arrangements through the Defense Travel System/NAVPTO offices. When entering travel into CITRIX, the travel mode is a required field; valid modes are: Flight, POV, Train & Bus. Units with Midshipmen traveling by bus or train will enter the nearest airport in the final leg block and will then annotate the specific location in the comments section. In the event of a conflict between the NAVPTO and CITRIX as to where a ship will be located on the day of embarkation, consult the appropriate MEDC for guidance.

(1) Travel itineraries shall be entered into CITRIX as soon as they are known. All flight information must be entered no later than two weeks prior to the start of the cruise.

(2) Commercial flight numbers and arrival times should be entered in CITRIX.

(3) For OCONUS cruises travel via the AMC terminal out of NAS Norfolk, enter flight information for the terminal flight to Norfolk International Airport (ORF) and the connecting OCONUS AMC flight. AMC is allowed in the system on the Final leg of travel as the 'depart from' airport (code for AMC = code 999).

(4) If POV transportation is used, enter "POV" in the remarks section of the CITRIX database and time of arrival. This data is required to ensure efficient processing at MEDT

sites. POV should not be entered in the airport fields for POV travel because it is also a valid airport code for Presov, Czech Republic.

(5) Passports. Personal and/or "no fee" passports are required for Midshipmen embarking and debarking in many overseas locations. Individual NROTC summer cruise coordinators are responsible for checking the Foreign Clearance Guide (https://www.fcg.pentagon.mil) and the U.S. Department of State (http://travel.state.gov) entry/exit requirements to determine if "no fee" passports or visas are required. All Midshipmen are strongly encouraged to obtain a personal passport. All Midshipman assigned to a cruise which will embark or debark in the Seventh Fleet AOR are strongly advised to apply for a "no fee" passport since operational schedules will often change the embark or debark port. For more information, see section 211 of reference (a).

(6) Host commands are responsible for amending debarkation and return travel arrangements. However, if requested, the parent NROTC unit will assist the host command with return travel.

c. Changes. To assist the MEDCs in tracking changes, cruise coordinators must report any change or deletion they make to an assigned billet to the appropriate MEDC via e-mail as soon as possible. This is essential in order for the MEDCs to send accurate assignment messages to the Fleets. Submit changes to MEDCLANT for East Coast/Mediterranean cruises (austin.burkett@hamptonu.edu) or MEDCPAC for West Coast cruises (kjoiner@sandiego.edu, using the following format:

	<u>PHASE/</u>	<u>CLASS/</u>	<u>SEX/</u>	<u>CRUISE TYPE/</u>	<u>LOCATION/</u>	<u>SCHOOL #/</u>	<u>NOTES</u>
Add:	I	1/C	M	SC	PAC	59	
Delete:	I	1/C	F	SN	SDGO	59	CVN 74

d. Communication and verification. Summer Cruise scheduling is a highly dynamic process. MEDCs will strive to notify cruise coordinators of all changes after the initial assignment period. However, Summer Cruise Coordinators at each unit are responsible for checking each cruise at least one week prior to embarkation to ensure that no changes in the embark date or travel requirements have been overlooked. CITRIX provides a "Changes" button as the user scrolls through the cruises to see if changes have been made (clicking the button will produce a pop-up window showing all changes made to that particular cruise in date order), as well as a query for

changes. Additionally, the MEDCs will notify NROTC and USNA commands of time-critical changes by telephone and e-mail. Therefore, it is imperative that summer cruise coordinators frequently check email messages throughout the summer.

e. CITRIX access. Due to the likelihood of last minute changes in ships' schedules, it is imperative that each command has a person available around the clock who is familiar with the CITRIX Summer Cruise program and the details of the unit's students and assigned billets during the entire training period. If the primary POC is not going to be available for a period, the MEDCs must be notified immediately by e-mail and phone and provided with valid e-mail and phone contact information.

3. Midshipman Briefing. NROTC Units are encouraged to stress the following items during pre-cruise briefings in accordance with chapter six of reference (a):

a. Uniforms. Lack of appropriate (and incorrect wearing of) uniform items has been a recurring problem in past years. Midshipmen embarking in the United States will travel in summer whites. However, midshipmen traveling overseas on a civilian flight that land at a civilian airfield shall be in civilian clothes. The uniform for AMC flights to the Mediterranean is also civilian clothes. Collar devices and shoulder boards should be those of the new class to which the midshipman will advance. NROTC ribbons and awards are not authorized to be worn during summer training. Skirts are not authorized for use onboard ship. Coveralls or NWUs are required as the uniform of the day while underway on a ship. It is advisable that midshipmen have a civilian change of clothes in carry-on luggage. Service Dress Blue are required for North Atlantic/Baltic European port visits, foreign exchange cruises (FOREXTRAMID), and other special occasions as appropriate.

b. Money. Each midshipman shall bring enough money/traveler's checks to cover two weeks worth of incidental items such as meals eaten away from the ship, hotel rooms, taxi fares, etc. Hotels and taxi fares in OCONUS ports can be very expensive. Midshipmen should save all receipts to include with travel claims.

c. Luggage. One large flexible bag, one carry-on bag (less than 45 inches long) and one sea bag is the maximum allowable luggage. Hard luggage is not permitted. It is recommended that midshipmen divide items between their bags to minimize the

impact on their cruise should one piece be lost or delayed enroute.

d. Private Automobiles. Midshipmen are advised not to bring private automobiles to the embarkation or flight departure point, as there is no guarantee the debarkation/return flight arrangements will involve that point. If POVs are used, the midshipman is responsible for parking and storage.

e. Mail. Midshipman mail should be sent to the FPO address of the ship, not the MEDT. All mail addressed to the MEDT will be returned to sender.

f. Reporting Documents. Units will ensure that each midshipman hand carries the following documents and records:

- (1) Five copies of NROTC Training Orders (or USNA Group Orders)
- (2) Security Clearance noted on Training Orders
- (3) Health record
- (4) Public Health Service Form (PHS-731)
- (5) Current Armed Forces I.D. Card (DD2N)
- (6) Direct Deposit (DDS) account information
- (7) Leave and Earnings Statement
- (8) Midshipmen Training Handbook
- (9) Passport(s) and Visa (if required)
- (10) Travel voucher or sub voucher (DD 1351-2)
- (11) Large pre-metered pre-addressed envelope addressed to NROTC unit (NROTC only)
- (12) Important contacts and phone numbers

g. Travel Expenses. Midshipmen arriving early (for reasons other than physicals) will be responsible for their own ground transportation and berthing arrangements.

h. Immunizations. Units shall ensure that appropriate immunizations are obtained per reference (a) and are recorded on Public Health Service Form (PHS-731).

i. Leave. Leave will not be granted enroute to, from, or during cruise.

j. Passports. **INDIVIDUAL NROTC UNIT SUMMER CRUISE COORDINATORS/USNA PRODEV ARE RESPONSIBLE TO ENSURE THEIR MIDSHIPMEN TRAVELING OVERSEAS HAVE REQUIRED PASSPORTS/VISAS!**

4. Reporting Instructions

a. Midshipmen embarking in ports not serviced by a MEDT/MLO will report directly to their assigned ships. In such cases, the parent NROTC unit must ensure that travel arrangements are in order and be extra attentive to checking CITRIX for late changes to the ship's embarkation date or location.

b. **MIDSHIPMEN MUST REPORT TO THE MEDTs BETWEEN 0800 and 1530 ON THE EMBARKATION DAY.** They should make every effort to report before 1300 on the embarkation day to ensure they report aboard during the ships' working hours. NROTC Units are responsible for ensuring the travel arrangements comply with these hours. Midshipmen that arrive on a day other than the scheduled embarkation day will be responsible for finding lodging for the night. They should CONTACT THE LOCAL MEDT/MLO immediately upon arrival to arrange transportation to their training unit.

c. Midshipmen must be made aware of the importance of arriving within the above listed time periods as berthing facilities are not available in embarkation ports and ship schedules require timely arrival. If travel constraints preclude reporting during the appropriate time frame, the NROTC unit should promptly notify the MEDC and the appropriate MEDT or MLO. (Midshipmen will be responsible for their own accommodations in the event they arrive earlier than the day of embarkation.) Ships are expected to be in port during the entire 24-hour period on the scheduled embark date.

d. Submarine cruises DO NOT REPORT TO THE MEDT. Midshipmen embarking on submarines shall report to the appropriate submarine squadron in accordance with reference (a).

e. THIRD Fleet AOR. Midshipmen reporting to ships in the THIRD Fleet AOR will report to the cognizant MEDT or Midshipman Liaison Officer (MLO) for further transfer to the assigned ship.

Orders shall reflect specific reporting information. MEDT Seattle will provide liaison for embarkations conducted in Northwest CONUS, Alaska or Canada.

f. SEVENTH Fleet AOR. Midshipmen embarking in Yokosuka, Japan shall report to the Military Assistance desk in Narita Airport or the Northwest Orient Airlines counter to arrange transportation to the Naval Station. If ships are deployed in the SEVENTH Fleet AOR and are not embarking in Yokosuka or Singapore, assigned ships are required to pick up midshipmen in respective airports. Midshipmen should have USDAO telephone numbers listed in reference (a) in their possession in case they require assistance. See section 619 of reference (a) for more information.

MEDCLANT INFORMATION

OFFICER IN CHARGE: CAPT Thomas V. Halley, Jr

ASSISTANT OIC (PRI): LT Austin Burkett

ASSISTANT OIC (SEC): LT Ethan Heben

PARENT UNIT: NROTC Unit Hampton Roads

COMMUNICATIONS:

Mail: Commanding Officer
NROTC Unit Hampton Roads
5215 Hampton Boulevard
Norfolk, Virginia 23529-0120

E-Mail: (PRI) austin.burkett@hamptonu.edu
(SEC) ethan.heben@hamptonu.edu

PLAD: NROTCU HAMPTON ROADS NORFOLK VA//MEDC//

Telephone: (757) 728-6724/6938
(757) 727-5720/683-4744 (MAIN DESK)
(757) 544-1298 (MEDCLANT CELL)
(757) 728-4877 (FAX)

The MEDC cell phone will be activated on 01 May 2011. Summer Cruise Coordinators should use this number for after-hours/time-critical changes. Students should not be given the MEDC duty phone number!

PACMEDC INFORMATION

OFFICER IN CHARGE: CAPT William R. Ault

ASSISTANT OIC (PRI): LT Kevin Joiner

ASSISTANT OIC (SEC): LT Jason Datinguino

PARENT UNIT: NROTC Unit San Diego

COMMUNICATIONS:

Mail: Commanding Officer
NROTC Unit USD/SDSU
ATTN: PACMEDC
5998 Alcala Park
San Diego, CA 92101

E-Mail: (PRI) kjoiner@sandiego.edu
(SEC) jasondat@sandiego.edu

Web: <http://www.sandiego.edu/nrotc>
Filed Under: Training/Summer Cruise

PLAD: NROTCU USD SDSU SAN DIEGO CA//MEDC//

Telephone: (619) 260-4811 (NROTC UNIT)
(619) 417-3348 (PACMEDC CELL)
(619) 260-6821 (FAX)

The MEDC cell phone will be activated on 01 May 2011. Summer Cruise Coordinators should use this number for after-hours/time-critical changes. Students should not be given the MEDC duty phone number!

MEDT NORFOLK INFORMATION

OFFICER IN CHARGE: (PRI): LT Joe Mungo
(SEC): LT Chad Martin

PARENT UNIT: NROTC Unit Hampton Roads

MEDT ACTIVATION DATE: 01 May 2011
DEACTIVATION DATE: 17 August 2011

LOCATION: NROTC Unit, Hampton Roads
Check-in table in main lobby of Norfolk
International Airport

HOURS OF OPERATION: 0800-1600 on Embarkation Days

COMMUNICATIONS:

Mail: Commanding Officer
NROTC Unit Hampton Roads
5215 Hampton Boulevard
Norfolk, Virginia 23529-0120
ATTN: MEDT Norfolk

E-Mail: (PRI) jmungo@odu.edu
(SEC) camartin@odu.edu

PLAD: NROTCU HAMPTON ROADS NORFOLK VA//MEDT//

Telephone: (757) 823-8848/8895, 823-8546 (NROTC UNIT)
(757) 544-1300 (MEDT CELL)
(757) 823-8849 (FAX)

1. The Norfolk MEDT cell phone will be activated on 01 May 2011 and is the number listed above for after hours calls (757-544-1300). Ensure all Midshipmen have this number with them while traveling.

2. Transportation: Commercial air travel to Norfolk International Airport (ORF) is recommended. MEDT Norfolk will operate a check-in table in the airport terminal main lobby to process incoming Midshipmen with scheduled arrivals during normal working hours. MEDT Norfolk will operate shuttle vans to transport Midshipmen from the airport directly to their training units (aviation and surface cruises only) in the Tidewater area only.

3. All midshipmen are to travel in summer white unless otherwise directed by their NROTC Unit.
4. Midshipmen arriving during a scheduled embarkation day by means other than a flight into Norfolk International Airport (i.e. POV) shall report to the MEDT Norfolk immediately upon arrival at their training command.
5. Every effort should be made to arrive during normal working hours. If an exceptional circumstance exists, Midshipmen arriving after working hours will be responsible for transportation to their training command and for contacting the MEDT Norfolk immediately upon arrival at their training command.
6. Local military berthing facilities are limited. Midshipmen shall make every effort not to report before their day of embarkation. Early arrivals shall be prepared to make and pay for accommodations at their own expense.

MEDT MAYPORT/JACKSONVILLE INFORMATION

OFFICER IN CHARGE: (PRI): LT Dustin Zeier
(SEC): LT Kelly Craft

PARENT UNIT: NROTC Unit, Jacksonville University

MEDT ACTIVATION DATE: 07 May 2011
DEACTIVATION DATE: 15 August 2011

LOCATION: NROTC Unit, Jacksonville University
Baggage Claim, Jacksonville
International Airport

HOURS OF OPERATION: 0800-1600 on Embarkation Days

COMMUNICATONS:

Mail: Commanding Officer
NROTC Unit, Jacksonville University
2800 University Blvd North
Jacksonville, Florida 32211-3394

E-Mail: (PRI) jnsi@ju.edu
(SEC) nsi@ju.edu

PLAD: NROTCU JACKSONVILLE UNIV JACKSONVILLE
FL//MEDT//

Telephone: (904) 256-7480 (NROTC UNIT)
(352) 226-3366 (Cell: LT Zeier)
(352) 235-1381 (Cell: LT Craft)
(904) 256-7499 (FAX)

1. The Mayport MEDT cell phone will be activated on 1 May 2011 and the number will be sent to all NROTC commands via e-mail. Ensure all midshipmen have this number with them while traveling.

2. Transportation: Commercial air travel to Jacksonville International Airport (JAX) is recommended. A MEDT representative will meet midshipmen with scheduled arrivals during normal working hours in the baggage claim area of Jacksonville International Airport. Midshipmen will be processed/checked-in at the airport and transported to their respective training commands.

3. All midshipmen are to travel in summer white unless otherwise directed by their NROTC Unit.
4. Midshipmen arriving during a scheduled embarkation day by means other than a flight into Jacksonville International Airport (i.e. POV) shall report to the MEDT immediately upon arrival at their training command.
5. Every effort should be made to arrive during normal working hours. If an exceptional circumstance exists, midshipmen arriving after working hours will be responsible for transportation to their training command and for contacting the Mayport MEDT immediately upon arrival at their training command.
6. Local military berthing facilities are limited. Midshipmen shall make every effort not to report before their day of embarkation. Early arrivals shall be prepared to make and pay for accommodations at their own expense.

MEDT SAN DIEGO INFORMATION

OFFICER IN CHARGE: (PRI): LT Kevin Joiner
(SEC): LT Jason Datinguino

PARENT UNIT: NROTC Unit San Diego

MEDT ACTIVATION DATE: 06 May 2011
DEACTIVATION DATE: 17 August 2011

LOCATION: NROTC Unit, San Diego
Check-in table in USO lobby of San Diego
International Airport

HOURS OF OPERATION: 0800-1600 on Embarkation Days

COMMUNICATIONS:

Mail: Commanding Officer
NROTC Unit San Diego
5998 Alcala Park
San Diego, CA 92110
ATTN: SAN DIEGO MEDT

E-Mail: (PRI) kjoiner@sandiego.edu
(SEC) jasondat@sandiego.edu

PLAD: NROTCU USD SDSU SAN DIEGO CA//MEDT//

Telephone: (619) 260-4811 (NROTC UNIT)
(619) 417-3348 (DUTY CELL)
(619) 260-6821 (FAX)

1. The San Diego MEDT cell phone will be activated on 1 May 2011. Ensure all Midshipmen have this number with them while traveling.

2. Transportation: Commercial air travel to San Diego International Airport (SAN) is recommended. The MEDT will be at the USO lounge desk to process incoming midshipmen with scheduled arrivals during normal working hours. The MEDT San Diego will operate shuttle vans to transport midshipmen directly to their training units (aviation and surface cruises only) in the San Diego area only.

3. All Midshipmen are to travel in summer white unless otherwise directed by their NROTC Unit.

4. Midshipmen arriving during a scheduled embarkation day by means other than a flight into San Diego International Airport (i.e. POV) shall report to the MEDT San Diego immediately upon arrival at their training command.

5. Every effort should be made to arrive during normal working hours. If an exceptional circumstance exists, midshipmen arriving after working hours will be responsible for transportation to their training command and for contacting the MEDT San Diego immediately upon arrival at their training command.

6. Local military berthing facilities are limited. Midshipmen shall make every effort not to report before their day of embarkation. Early arrivals shall be prepared to make and pay for accommodations at their own expense.

8 Mar 11

MEDT SEATTLE INFORMATION

OFFICER IN CHARGE: (PRI): LT J. T. William
(SEC): LT Joshua Gavrich

PARENT UNIT: NROTC Unit, University of Washington

MEDT ACTIVATION DATE: 06 May 2011
DEACTIVATION DATE: 17 August 2011

LOCATION: NROTC Unit, University of Washington
Baggage Claim, Seattle-Tacoma
International Airport

HOURS OF OPERATION: 0800-1600 on Embarkation Days

COMMUNICATONS:

Mail: Commanding Officer
Naval Science Box 353840
University of Washington
Seattle, WA 98195-3840

E-Mail: (PRI) jtgjnt02@uw.edu
(SEC) jggvrich@uw.edu

PLAD: NROTCU UNIV OF WASHINGTON SEATTLE
WA//MEDT//

Telephone: (206) 543-0170 (NROTC Unit)
(206) 221-4178 (Duty phone)
(206) 543-0163 (FAX)

1. Ensure all Midshipmen have the MEDT duty phone number with them while traveling.

2. Transportation: Commercial air travel to Seattle-Tacoma International Airport (SEA) is recommended. MEDT Seattle will operate a check-in table in the baggage claim area during normal working hours. The MEDT will operate shuttle vans to transport Midshipmen from the airport directly to their training units (aviation and surface cruises only).

3. All midshipmen are to travel in summer white unless otherwise directed by their NROTC Unit.

4. Midshipmen arriving during a scheduled embarkation day by means other than a flight into Seattle-Tacoma International Airport (i.e. POV) shall report to the MEDT immediately upon arrival at their training command.
5. Every effort should be made to arrive during normal working hours. If an exceptional circumstance exists, midshipmen arriving after working hours will be responsible for transportation to their training command and for contacting the MEDT immediately upon arrival at their training command.
6. Local military berthing facilities are limited. Midshipmen shall make every effort not to report before their day of embarkation. Early arrivals shall be prepared to make and pay for accommodations at their own expense.

8 Mar 11

MEDT MEDITERRANEAN INFORMATION

OFFICER IN CHARGE: (PRI): LT Mark Burchill
(SEC): LT Regis Nelis

PARENT UNIT: NROTC Unit, George Washington University

MEDT ACTIVATION DATE: 06 May 2011
DEACTIVATION DATE: 17 August 2011

LOCATION: NROTC Unit, George Washington University

HOURS OF OPERATION: Available as needed.

COMMUNICATONS:

Mail: MEDT Mediterranean
2035 F Street NW
George Washington University
Washington, D.C. 20052

E-Mail: (PRI) burchill@gwu.edu
(SEC) rjnelis@gwu.edu

PLAD: NROTCU GEORGE WASHINGTON UNIV
WASHINGTON DC//MEDT//

Telephone: (202) 994-9103/9102 (NROTC Unit)
(508) 740-4652 (Cell: LT Burchill)
(904) 652-4787 (Cell: LT Nelis)

1. The MEDT Mediterranean is available to assist students traveling OCONUS to the Sixth Fleet AOR via Washington, D.C. as needed. They do not provide transportation to any summer cruises in the local area. Ensure all midshipmen traveling through Washington, D.C. have this number with them while traveling.