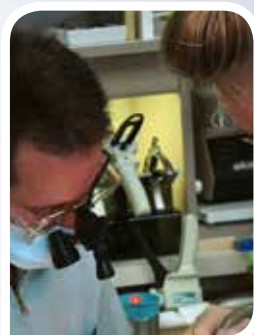
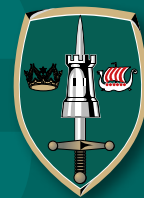




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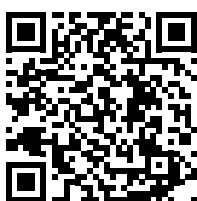
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Joint JFCB / GK Newcomers' Guide Foreword by General Hans-Lothar Domröse

Welcome to Headquarters Allied Joint Force Command Brunssum.

This is the first joint Newcomers' Guide produced in concert with our neighbors at NATO Air Base Geilenkirchen. Within its pages you will find a host of information about the local area and facilities that are available to you at each site. I endorse the guide and hope you find it useful.

Having just arrived you will be acclimatizing to your new surroundings but, hopefully, will quickly settle in and start to enjoy the beautiful region of South Limburg. We have always enjoyed excellent relations with the regional community, and I am sure you will find it a pleasure to work and live here for the next couple of years.

South Limburg is a region that features many interesting sites and an abundance of varied cultural and sporting activities. Maastricht, the capital of the Province of Limburg, is particularly attractive, with a history that dates back to the time of the Romans. But there are many other cities nearby in Germany, Belgium, and France that you should try to visit and enjoy. These include Aachen, Cologne, Düsseldorf, Liège, Gent and Hasselt; even Paris is not too far away. Do not hesitate to ask your colleagues for their personal experiences. Take advantage of the varied and unique international environment this NATO headquarters offers, and the gateway to Europe it provides.

Our work focuses on crisis management. It embraces everything from humanitarian relief to security assistance and military cooperation. We undertake these tasks as part of the NATO family under the direction of Allied Command Operations – still commonly known as SHAPE (Supreme Headquarters Allied Powers Europe).

I expect all my staff members to know my Commander's Intent and be familiar with the Brunssum Plan. It is essential you know my priorities and objectives. The principle of Mission Command has my strong backing as it allows a certain freedom of movement but you must ensure your activities are sensitive to the command structure in place.



You have joined Brunssum at a challenging time. Our three main tasks are: the International Security Assistance Force (ISAF) mission to assist the Government of the Islamic Republic of Afghanistan; Standby Command for the NATO Response Force; and Regional Focus. As this short piece goes to print it may be that the crisis in the Ukraine has come to an end but it is likely a remit for increased situational awareness of that area will remain with us for some time to come.

I wish you and your family an enjoyable and rewarding time in Limburg, and hope that you will also take the opportunity to establish many new friendships during your time here. Our Headquarters has an important and prominent role within the NATO Command Structure. We can only maintain this position by achieving our three 'Rs': Reputation, Relevance and Responsiveness. Here I count on your loyal and valuable support.

Hans-Lothar Domröse
General
Commander JFC Brunssum

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JFC in Brunssum

Foreword by

Mayor Luc Winants

As Mayor of Brunssum I adhere great value to a good relationship between the base and the community of Brunssum. Because I feel that the headquarters and Brunssum enrich one another and that we must always look for ways in which we can optimally benefit from one another.

I grew up in these parts, on the border of Treebeek and Hoensbroek, in one of the busiest shopping streets of the nineteen seventies: the Akerstraat-Noord. For a little boy of 10 that was an exciting environment where many worlds met. I remember especially the sturdy miners, on their way to the Emma coal pit, and the Afcent military personnel, driving by in their huge American cars.

To a little boy those were unknown worlds which I could only dream and fantasize about from a respectable distance. As a Mayor, I now want more. I want to build bridges between these 'unknown' worlds, so that we may further deepen our relationship and better serve our mutual interests.

The JFC community holds a special place in Brunssum. It is literally a separate place. The bond of the men and women who work on the base is volatile by definition. Most of them stay here for a short time only, a couple of years at the most. To them, Brunssum is no more than a stop-over in an internationally oriented career. That can easily cause the feeling that JFC Headquarters is an isolated community within Brunssum.

I would like to raze that barrier, if it exists at all, on both sides. 'Isolated communities' are not in the genes of Brunssum and neither are they, I think, in the genes of the JFC community. Our orientation is widely varied, worldly and borderless. People from many different countries live and work here under the flag of NATO. Under the flag of Brunssum, I establish with some pride, that is not different. Brunssum was born in the twentieth century from a melting pot of cultures. The motives of the immigrants who come to Brunssum from all corners of the world were economic motives: they came here to work. From that work, from those cultures arose within one single generation an effervescent, innovative and beautiful community of people. They came as guests, but built their own houses here. They all had a different past, but were bound by a shared future.



When the NATO headquarters was settled here almost fifty years ago, it was at first a guest who was still a little ill at ease. In the meantime, many generations later, we got closely interwoven with one another. Economically, yes, but also culturally. We share so much, not only the same town, but also the same values and dreams. Admittedly, the language and the cultural 'peculiarities' continue to be obstacles occasionally. But those obstacles only play a subordinate part. The multi-cultural history of Brunssum and the multi-national history of NATO show that one may grow out of many. That diversity is not a threat, but precisely a strength. A strength which for me, in my childhood, was symbolised by those big American cars. They inspired, they stood for something. For progress. For a belief in a better world. I longed for the unknown, for making discoveries. Don't we all?

This is what it is all about:

We are all passers-by. You leave tomorrow; I leave the day after tomorrow. But it is not about us, individuals. It is about the greater story. The story of our community, the values which we share in this community and the way in which we continue to make our dreams come true. JFC Headquarters and Brunssum are separated in many fields in practical matters. But that story belongs to us jointly. I am not only the Mayor of your host town, but also an ambassador of that message.

L. M. C. (Luc) Winants,
Mayor of Brunssum

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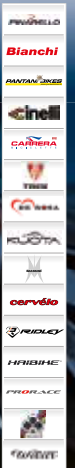


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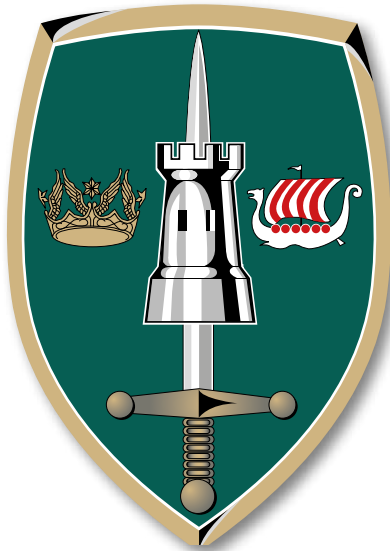
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The JFC Crest



Origin

The insignia for Headquarters Allied Joint Force Command (HQ JFC) Brunssum was selected in 1999 by the Commanders-in-Chief Allied Forces Central Europe and Allied Forces Northwest Europe, General Joachim Spiering and Air Chief Marshal Sir John Cheshire, as the winning design in a crest competition held in 1998 for Regional Command North, RCN, and Regional Headquarters Allied Forces North Europe, RHQ AFNORTH.

The insignia was kept when HQ JFC Brunssum succeeded the Regional Headquarters AFNORTH on 1 July 2004. All military and civilian personnel assigned to this Headquarters, its Support Units and its National Delegations are authorised to wear this insignia.

Symbolic Meaning

The green shield denotes that HQ JFC Brunssum is a multiservice Headquarters.

The tower, the central motif in the former AFCENT/AFNORTH crest, was derived from the historical tower of Aachen (Aix-la-Chapelle), once the capital of Charlemagne's Empire. It represents the spirit of non-aggression of the Alliance and denotes its purely defensive origin.

Charlemagne's sword, which was also taken from the former AFCENT/AFNORTH crest and from the SHAPE crest, was chosen to depict the unity of Joint Force Commands Land Forces and their readiness to act if required.

The astral crown was taken from the former AFNORTHWEST crest, and is an ancient European symbol for supremacy. It represents the Joint Force Commands Air Forces, their high degree of professionalism and their dedication to serve.

The Viking ship, which was also derived from the AFNORTHWEST crest, represents JFC Naval Forces that are symbolized by the skilful Nordic Seafarers and their effective military tactics.



Evolution of Headquarters Allied Joint Force Command Brunssum

After the Second World War, on 17 March 1948, in the face of the threat of Soviet expansion, Belgium, France, Luxembourg, the Netherlands and the United Kingdom signed the Brussels Treaty under which they pledged to strengthen their economic and cultural ties and to build a common defence system. Should one member state be attacked the others would render 'all the military aid and assistance in their power'.

The Western Union Defence Organisation was established in September 1948, based at Fontainebleau, France. Field Marshal Montgomery was Chairman of the Commanders-in-Chief Committee and Commanders-in-Chief were appointed for the land forces (French), air forces (British) and naval forces (French).

The concept of an 'Atlantic Alliance', superseding the Western Union, began to emerge and on 04 April 1949, the North Atlantic Treaty was signed in Washington by the five signatories of the Brussels Treaty plus Canada, the United States, Denmark, Iceland, Norway and Portugal. Subsequently, four other countries joined the Alliance: Greece and Turkey on 18 February 1952, the Federal Republic of Germany on 09 May 1955; and Spain became the 16th member on 30 May 1982.

Following the signing of the North Atlantic Treaty, the Brussels Treaty Powers agreed to merge the military structure of the Western Union with that being developed within NATO. The North Atlantic Council, meeting in New York on 18 September 1950, agreed to establish integrated forces under centralised command as soon as possible. On 18 December 1950, General Dwight D. Eisenhower was nominated as Supreme Allied Commander Europe (SACEUR).

On 02 April 1953, Supreme Headquarters Allied Powers

Europe (SHAPE) was activated together with operational headquarters for the Northern, Central and Southern Regions.

In the Central Region two new headquarters, of equal standing, were established at the beautiful Chateau de Fontainebleau, France: Headquarters Allied Army Force Central Europe (AAFCE) and Headquarters Allied Air Forces Central Europe (AAFCE). The command abbreviation for the land and air headquarters, AAFCE, caused great confusion. Therefore the land headquarters was re-labelled Allied Land Forces Central Europe (ALFCE).

Existing staff from the Western Union Defence Organisation merged with new national representatives and personnel from the United States to form the NATO staffs for the new headquarters.

ALFCE consisted of four Bureaux each headed by a Chief of Staff with a small secretariat. To provide high level national representation, two Deputy Chiefs of Staff were appointed, one for Operations and Intelligence, the other for Logistics and Administration. Each Deputy Chief of Staff had Assistant Deputy Chiefs of Staff who also acted as Senior National Representatives. By the end of 1951 the strength of the Headquarters and its Support Unit had grown to 141 officers and 685 other ranks.

It was clear from the outset that separate headquarters of equal standing responsible for the Central Region would bring problems. Accordingly, Allied Forces Central Europe (AFCENT) was established on 20 August 1953, at Fontainebleau. Thus the Central Region mirrored the command structures of the Northern and Southern Regions, having a single Commander-in-Chief (CINCENT) who exercised command over all sea, land and air forces in his region.

The post of CINCENT was a French appointment and the first incumbent was Marechal de France Alphonse Juin. In 1957 the first German military personnel arrived at Fontainebleau to join the AFCENT staff.

The tenth anniversary of NATO fell in 1959. On 06 April SACEUR and CINCENT reviewed troops from the Central Region nations at Mainz. The parade was followed by a



‘swim-past’ on the River Rhine of craft and amphibious equipment from the Belgian, French and German forces and a flypast by 119 allied aircraft.

On 10 March 1966 President de Gaulle announced his government’s intention of withdrawing from NATO’s centralised military structure although France would remain a member of the Atlantic Alliance. On 29 March the French government declared that French force assignments would end on 01 July 1966 and Allied facilities were to be out of France by 01 April 1967. Planning began immediately upon a fully-integrated AFCENT Headquarters, excluding French participation, but located outside France.

All French officers were formally withdrawn from the Headquarters on 30 June 1966 although some French support personnel remained until the end of the year. General Crepin relinquished his appointment as CINCENT also on 30 June and General Graf von Kielmansegg took over, retaining his command of LANDCENT. Meanwhile, the search for a new location for HQ AFCENT

proceeded. In the Netherlands, vast reserves of natural gas had been discovered in the north, at Groningen. The South Limburg coalfield was no longer economic and the Dutch decided to close the mines. The government embarked on an ambitious redevelopment programme for South Limburg to alleviate the economic and social effects of the mine closures and, as part of this programme, HQ AFCENT was offered the site of the old Henrik Mine as its new location. Accordingly, on 10 October 1966, it was announced that AFCENT would move to Brunssum, in the Netherlands.

On 02 November HQ LANDCENT and HQ AIRCENT were disbanded. The remaining staffs amalgamated to form the new integrated HQ AFCENT with a substantial saving in manpower. The basic organisation of the Headquarters was very similar to that of today; CINCENT being a German General and DCINCENT a British Air Chief Marshal, the post of Chief of Staff alternating between Belgium and the Netherlands. Parallel with the reorganisation, planning went ahead for the move to Brunssum. On 01 November 1966 Colonel



Aerial photograph of Hendrik Mine



Western European Union Meeting, 1967

P H Henry, USAF, was appointed Base Commander and became responsible for all arrangements in the Netherlands. HQ AFCENT was to be operational in Brunssum by 15 March 1967.

At Hendrik Mine, buildings 5, 6 and 7 were extensively adapted to provide office accommodation. Messing facilities were provided at Hendrik Mine and Tapijn Kaserne, in Maastricht. National Support Units would use offices at Emma Mine (at Hoensbroek) until building 23 became available. Construction of new barrack blocks at Hendrik began on 01 November 1966.

The move of the Headquarters to South Limburg was completed on time during the period January to March 1967 and on 01 June the official inauguration ceremony took place at Brunssum in the presence of the Dutch Minister of Defence, the Governor of Limburg, SACEUR and many other distinguished guests. The Headquarters complex was named after Field Marshal Hendrik van Nassau-Ouwerkerk, an officer who served with distinction during the reign of William III of Orange.

On 19 September 1967 the AFCENT International School opened with over 1 000 pupils and staff from Canada, Germany, the United Kingdom and the United States. The official opening ceremony was performed by

CINCENT and the Governor of Limburg on 06 November 1967. The AFCENT Community Services (ACS) Shopping Centre opened on 27 August 1968; the gymnasium and Alliance Theatre on 15 October; and the Chapel Centre on 27 October. Construction began, the following April, of the swimming pool and, in December 1969, of the International Allied Officers' Club and sports field complex.

On 13 January 1971 the Dutch Minister of Defence visited the Headquarters as a prelude to the Conference of National Defence Ministers which was scheduled to take place at HQ AFCENT, on 07 April. In August CINCENT hosted HRH Prince Bernhard when he visited the Headquarters.

On 28 June 1974, Headquarters Allied Air Forces Central Europe (HQ AAFCE) was established at Ramstein, Germany. The original intention was to co-locate HQ AAFCE with HQ AFCENT at Brunssum, but the project ran into difficulties over cost-sharing and security arrangements.

The NATO Airborne Early Warning & Control System Programme Management Agency (NAPMA) opened at the Brunssum site on 24 August 1979 and this, coupled with development of US storage sites, the planned deployment of cruise missiles and the noise generated by AWACS aircraft flying from Geilenkirchen Airbase, just across the border in Germany, strained relations with some sections of the local population and led to protests against the militarisation of the Province.

In 1980, the AFCENT Community Council was established, replacing the old Community Services Committee, and the Morale and Welfare Activities Branch opened. Royal Marechaussee representation in the Headquarters also became operational.

The 30th anniversary of the establishment of HQ AFCENT fell in 1983. HM Queen Beatrix visited on 15 March and, on 31 May, a military band concert was held for 15000 spectators in the Limburgia Stadium. A new Peace Establishment came into force on 01 January 1985 followed by a 2-year manpower freeze. Regular



Maintenance of the Water Tower, 1979

Newcomers' Briefings began in April 1986 and the first Open Day was held on 29 August that year. Plans for the extensive reorganisation of the Central Region Principal Subordinate Commands, which had been under discussion for some time, were abandoned in October 1987.

The new building 2A, for use by the Operations Division and Administrative Services Branch, was taken over on 08 December 1987 and the Cafeteria and its terrace opened for business the following year. In November 1989, the Central Region Signal Group moved from Emma Mine into a new building, 203 at Hendrik, closely followed by the Communications Logistic Depot in 1991.

Clearance of old buildings on the site continued. The pithead tower and the water tower not only hindered the redevelopment programme, they were becoming very dilapidated and would soon need expensive repair work to make them safe. It was decided to demolish them, but first, a new communications tower 80m high was built in 1987 to carry the communications antennae which were mounted on the pithead tower.

The demolition contract was let to the Dutch firm of van Vliet for about 1 million Dutch guilders. The water tower came down very quickly. However, the pithead tower was

a very different proposition. The structure, which had been erected with no thought of its eventual removal, was 62m high and consisted of 6000 tonnes of reinforced concrete with up to 400 kgs of reinforcement steel per cubic metre.

The contractor brought the largest mobile crane in Europe onto the site, a Japanese machine. The Hitachi KE 1000 crawler weighed 230 tonnes with a jib of up to 120m fitted.

The crane hoisted a 20 tonne crawler tractor and other machinery on to the tower and demolition commenced using concrete breakers and hydraulic cutting attachments. The crane was used to remove large pieces of debris and to reposition smaller machines as the tower came down. Flame-cutting equipment and a swinging weight were also used. Bulk explosives could not be used because of the restricted nature of the site. However, once the main structure was down, borehole charges were used to fracture the main supporting legs. A protective quilt was placed around the leg, suspended from the crane, to contain the effects of the explosion. Adjoining buildings had steel placed on their roofs to protect against falling debris.

When the site was cleared in April 1989, a familiar landmark on the South Limburg skyline had gone. The



Signing Ceremony of Instruments of Foundation of International School, 1967



Preparations for Removal of the Water Tower's Protecting Cover, 1969

tower had been home to large flocks of pigeons which wheeled aimlessly around for several weeks before finally dispersing.

Demolition followed, in 1992, of the facilities housing the AFCENT Fire Station, the Craftshop and the Belgian Delegation, new premises for which were officially brought into use in March of 1992. The German Delegation, which was one of the last organisations to leave the Emma Complex, then became neighbours of the Belgian Delegation / Support Unit, at Hendrik Camp. New offices continued to be constructed. The former pay hall, "Loonhal", as it was called when the mine was active and which subsequently housed the Command Group, was drastically renovated. Whilst, in 1997, the Host Nation built a new facility (building H-100) to provide a modern home to the Royal Marechaussee in a location better equipped to service its customers.

1999 brought with it the amalgamation of AFCENT and AFNORTHWEST at Brunssum. Adjustments were necessary to cater for the uplift in personnel. But, barely had work completed, when the 2004 Peace Establishment review delivered a new round of structural change that gave birth to a revised long term infrastructure plan and the introduction of a new name – Allied Joint Force Command Headquarters, Brunssum.

Looking back, a primary driver for Alliance change throughout the nineties and early 21st Century can be traced back to the fall of the Berlin Wall, in 1989, and subsequent collapse of the Soviet Union, in December 1991. These hugely significant world events followed a decade later, in 2001, by the terrorist attacks in New York and Washington (9/11), forced NATO to carefully re-examine its ongoing utility and ability to react to evolving modern security threats. Eventually this resulted in the publication of the Alliance's current Strategic Concept (Active Engagement, Modern Defence) that was adopted by Heads of State and Government at the NATO Summit in Lisbon, 19-20 November 2010. Possibly the broadest Strategic Concept ever its introduction has maintained and, in many areas, increased, the momentum behind the Alliance's desire to continually reform.

So, what was the impact on Brunssum? At the pragmatic level, in 2003 the main entrance moved from Akerstraat to Rimbürgerweg as part of a package of measures designed to improve security. But the real change was conceptual – in particular, the introduction of the NATO Response Force (NRF).

The NRF was announced at the Prague Summit, in November 2002. General James Jones, then NATO's Supreme Allied Commander Europe, made the following statement at the time:

"... NATO will no longer have the large, massed units that were necessary for the Cold War, but will have agile and capable forces at Graduated Readiness levels that will better prepare the Alliance to meet any threat that it is likely to face in this 21st Century."

The NRF concept was approved by Ministers of Defence, in June 2003, in Brussels. In part a 'test bed' for transformation, in part a signal of Alliance intent, the NRF is a highly ready and technologically advanced multinational force made up of land, air, maritime and Special Forces components that the Alliance can deploy quickly wherever needed. Today, NRF command is shared between Naples and Brunssum such that every even year (2014, 2016, etc) we are the certified Standby NRF Command and each odd year (2013, 2015,) we are working up.



Another factor that has influenced the NATO Command Structure is enlargement. The Alliance's door remains open to any European country in a position to undertake the commitments and obligations of membership, and contribute to security in the Euro-Atlantic area. Since 1949, NATO's membership has increased from 12 to 28 countries through six rounds of enlargement. Albania and Croatia, which were invited to join NATO at the Bucharest Summit in April 2008, formally became members when the accession process was completed on 01 April 2009.

Numbers continually fluctuate but, at the moment, JFC Brunssum has 25 Alliance member nations represented within its staff and five nations that are members of the Partnership for Peace¹ initiative.

More recent pragmatic changes affecting the headquarters include:

- 2010 – 1st NATO Signal Battalion moved to Wesel (Germany) and Tapijn Barracks (Maastricht) were handed back to the Host Nation;
- 2011 - Akerstraat 12, the French Villa, was handed back to the Host Nation following France's decision to fully re-join the Alliance's military structure and disband its network of French Military Missions to NATO;
- 2012 – Introduction of latest Peace Establishment (with effect 01 December 2012) sees staff numbers grow in excess of 800, the adoption of a deployable Combined Joint Task Force concept, establishment of a new Land Command at Izmir and the deactivation of Heidelberg, Madrid and Lisbon². Brunssum is also given a new name – Headquarters Allied Joint Force Command, Brunssum.

There is no doubt NATO will continue to evolve. To remain an international security actor on the world stage it has to as the only constant is change. The NATO Headquarters now located at Brunssum has a long and proud history that stretches back over six decades to its earliest days at Fontainebleau. This is a milestone worthy of the celebration this small booklet heralds. In 2007 General Ramms and Mayor Brocken unveiled a



10.000th visitor to HQ AFCENT, 1974

remembrance stone in Vijverpark, downtown Brunssum, to mark 40 years of a NATO HQs at Brunssum. In 2017 the 50th anniversary of a NATO HQs, located at Brunssum, will be reached. No-one can categorically predict how long NATO will have a presence at Brunssum although, for now, no challenge to its continued presence is visible. Enjoy this booklet; take a moment to reflect upon the journey the HQs has travelled; and revel in the path it has yet to tread.

1. *Partnership for Peace (PfP) is a programme of practical bilateral cooperation between individual Euro-Atlantic partner countries and NATO. It allows partners to build up an individual relationship with NATO, choosing their own priorities for cooperation.*
2. *Lisbon remains a NATO HQs but is no longer a Joint Force Command.*

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For more information contact Ed Frieser, Director Communications, Marketing and PR, via ed.frieser@eaters.nl See also our website: www.eaters.nl





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On Arrival

Registration of HQ JFCBS Personnel and Family Members

All HQ JFCBS military personnel should report to the Military Personnel Branch (MPB)/J1, building H-106, room H 2.39 for in- and out-processing. For inquiries call MPB at ext. 4005. Military personnel should also coordinate with their National Support Unit for nation-specific in- and outprocessing.

All civilian personnel should be processed through the Civilian Personnel Branch (CPB)/J1, building H-106, room H 2.02 for in- and out-processing. For inquiries call CPB at ext. 2918 or ext. 2265. For all categories of personnel HQ JFCBS Form 403A should be used. This will start your, and your family's, in-processing. A very early visit to the Passes and Permits Office (Bdg.102, ext. 2580) should follow for official registration purposes.

Registration of non-Dutch Personnel

Military members of NATO Forces in the Netherlands are not required to register as aliens; nevertheless they are required to register. Family members of non-Dutch personnel must register, even when both parents are military. Non-Dutch civilian personnel must also register. Registration must be done at the Royal Marechaussee, Foreign National Registration Office (FNRO) in building H-100 (ext. 3191) within eight days of arrival in the Netherlands.

Service personnel Non-EU/EEG/SWISS Citizens must produce a valid National military ID card and moving orders. Members of non-Dutch/civilian personnel must produce a valid National Passport, NATO ID, copy lease contract residence.

On completion of registration, a Permit of Residence (also known as a "Green Card") will be issued. This is the legal authority for non-Dutch nationals to reside in the Netherlands. The holder must carry this permit at all times. In the Netherlands this may be used as an identity document in place of a passport.

Loss of a Permit of Residence must be reported in person to the FNRO Office for re-registration. If a permit of Residence is stolen or lost renewal will cost up to 240.

You don't have to (must not) register with Town-Hall authorities in the city you are to reside in.

The FNRO is your Town-Hall authority.

The FNRO must be notified on the following events:

- Arrival
- Marriage
- Birth
- Death
- Divorce
- Change of address
- Final departure
- All other circumstances affecting alien registration

It is also advisable that notification is given to the FNRO in the event that HQ JFCBS members receive visits of non-Dutch nationals, if their visit to the Netherlands is in excess of eight days. They can be advised on registration of the visitors.

Briefings

Newcomers briefings will be given shortly after arrival to all military and civilian newcomers: the Newcomers Induction Training, which is to ensure a newcomer has or obtains the basic skills and knowledge necessary to produce work within this headquarters and become assimilated in the 'team'. In addition a Functional Area Training should further improve an individual's proficiency level in the performance of his job.

Departure

Before departure from the Netherlands at end of tour, you are obliged to report to the FNRO and produce your new address and hand in your Permit of Residence.



You and your Car in the Netherlands

For registration and privileges please visit the following offices:

Passes and Permits
(Building H-102 Hendrik camp)

Vehicle Registration
(Building H-102 Hendrik camp)

Tax Exemption Office
(Building H-102 Hendrik camp)

Passes and Permits:

- At your National Delegation/ NSU/NSE or supported

entity you will receive the HQ JFCBS Form 162. With this form you can start in-processing.

- Passes & Permits Section (building 102, Hendrik Camp, ext. 2580) affects the registration of military and civilian component personnel and their dependents of HQ JFCBS and/or supported entities in the Netherlands.
- Generally, dependents have to reside with their sponsor.
- Identification requirement. All Netherlands residents 14 years and older must be able to produce an identification document in public places upon request by authorities. Valid ID papers for Netherlands nationals can be a Passport, Driver's license or European ID card. The HQ JFCBS ID card is recognized by the Netherlands authorities, to be used as official document for identification. For non HQ JFCBS ID card holders the following applies: Residents of the European Union will have to carry a Passport or a EU/





EER residence permit; other nationalities will have to carry their Netherlands Permit of Residence (alien ID card).

Vehicle Registration:

- Members of a force or civilian component assigned to HQ JFCBS or supported Entities in the Netherlands (except Netherlands Nationals) are authorized to import temporarily, free of duty, their privately owned motor vehicles (POMV) for the personal use of themselves and their dependents. They are entitled to register as many vehicles as there are people in the household. Changes must be immediately reported to the Vehicle Registration Office (building H-102 Hendrik Camp, ext. 2580).
- POMV's are: automobiles, vans and two or three wheeled motor vehicles. For the purpose of registration, trailers, caravans and folding campers come under the category of POMV. However, be aware that when you sell these POMV's you might have to pay: Import tax, and/or Value Added Tax (VAT/BTW), and/or luxury tax (BPM). Please contact Vehicle Registration for more information on how to act when selling POMV's. It will prevent you from unexpected costs.
- Entry into the Netherlands: when being posted to HQ JFCBS or supported Entities in the Netherlands and bringing POMV's, you will be granted initial entry into the Netherlands under the regulation pertinent to other visitors, but you must be in possession of:
 - 1) Proof of Insurance for those POMV's that are being driven,
 - 2) A national vehicle registration document;
 - 3) A valid driving license portraying the category of those POMV's being driven;

Do not forget these documents, because it will be extremely difficult to register your POMV's without them.

- Upon taking up your appointment in the Netherlands your visitor's status ceases. You must therefore register your POMV's at HQ JFCBS Vehicle Registration as soon as possible but within maximum 30 days of arrival. For T1 (MRN) vehicles (i.e. US /CAN) they have to be

registered within 5 days after being picked up at the "Customs zone" near the Port of arrival.

- Vehicle Registration Section affects the registration of POMV's owned by HQ JFCBS and/or supported Entities personnel in the Netherlands.

In order to register your POMV's and to obtain a HQ JFCBS Certificate of Title and Registration, the following requirements must be met:

- Proof of vehicle (motor) ownership, in the sponsor's name;
- Proof of insurance for the next 12 months by an insurance company registered in the Netherlands. (Autoriteit Financiële Markten approved code 10a) and reflecting current residence address. The proof of Insurance must identify the vehicle by chassis number;
- National driving license;
- Valid (HQ JFCBS) Identification Card;
- Where applicable, undertake a written driving test, which is conducted by your National Support Unit (i.e. US/UK);
- A Netherlands bank account (for fuel allowance);
- A registration fee.

The following points may be relevant to your particular circumstances:

- In line with Netherlands law, your vehicle, if it is three years and older, must be inspected prior to registration by an official APK testing station (Technical Inspection). An equivalent foreign technical inspection certificate may not be older than 3 months on date of registration at HQ JFCBS;
- The identification number of your vehicle must be physically stamped onto the chassis of the vehicle. European and Japanese-made vehicles normally have the identification number stamped on the chassis by the manufacturer. North American-produced vehicles do not. If you own a caravan or trailer they must be registered prior with Vehicle Registration Office.
- If the weight of the caravan or trailer is below 750 kg you must display the same license plate as the towing vehicle. Caravans/trailers above 750 kg. (Including load capacity) are registered like motor vehicles and receive



- their own registration and license plate;
- The loaning or borrowing of HQ JFCBS registered caravans is not permitted.
 - Vehicles can only be registered in the name of the sponsor, dependents and family members are excluded.
 - If relatives visit a HQ JFCBS registered member, under exceptional circumstances and for very urgent reasons, it is possible to drive their HQ JFCBS registered vehicle. However the loaning or borrowing of HQ JFCBS registered POMV's must be requested. The Provost Marshal can approve this Certificate of Loan, in each case with a maximum duration per request of 1 month. Relatives must be 18 years and must be in possession of a national driving license for the category needed.



Car Insurance

If your car is stolen or considered Total loss, the Netherlands Tax authorities will decide if and how much: Import Tax, Value Added Tax (VAT/BTW) or luxury Tax (BPM) will be charged. Ask your insurance agency or seek professional advice if you are covered under your present policy for this liability. Furthermore please be aware that there is a significant difference in the price you pay for your car insurance with or without this coverage.

Mopeds

Mopeds are divided into two categories: bromfiets, max. 50 km., min. 16 years, helmet obligatory and snorfiets, max. 25 km., min. 16 years, no helmet. Both categories

need a moped certificate or a national driving license. They receive a registration and license plate. Insurance is mandatory. Be aware that in the Netherlands mopeds use the same roads as cars in built-up areas. The specially designed cycle paths are not to be used by mopeds unless indicated otherwise. Those who passed the moped drivers test can pick up their category AM moped driver's license at the municipality.

Road Taxes

Members of a force or civilian component assigned to HQ JFCBS or supported Entities in the Netherlands, except Netherlands personnel, are exempt from Netherlands Motor Vehicle Road Tax for the first 2 registered vehicles only.

Driving in the Netherlands

As anywhere else in the world, driving in the Netherlands requires care. Some "Rules of the Road" are unique to this country, particularly those relating to bicycles, mopeds and pedestrians. Automobile drivers must be extremely cautious and be aware that in the Netherlands, cyclists, moped drivers and pedestrians enjoy special protection. When involved in a car accident, the owner of the car will always be liable for the costs incurred.

Traffic

It is essential that the most important regulations concerning road traffic in the Netherlands be studied before driving on roads in the Netherlands (like the tick test in the UK and the US).

Current Speed Limits:

The Netherlands

National Motorways (Autosnelweg) - 120 km/h (75 mph);
National roads (Autoweg) - 100 km/h (60 mph);
Inside built-up areas - 50 km/h (30 mph), or 70 km/h (40 mph) and even 30 km/h as posted;
All other roads - 80 km/h (50 mph).

Belgium

Motorways - 120 km/h (75 mph);
Inside built-up areas - 50 km/h (30 mph);
All other roads - 90 km/h (50 mph).



Germany

Motorways - no general speed limit, but a recommendation not to exceed 130 km/h (80 mph)*;

Inside built-up areas - 50 km/h (30 mph);

All other roads - 100 km/h (60 mph).

Motor Fuel

Motor fuel in the Netherlands is sold in three grades: Super-Unleaded (98 octane), Euro Unleaded (95 octane) and Super Lead Replacement (98 octane). In addition Diesel, Biodiesel, LPG and LPG G3 are available at most Netherlands petrol stations. Military personnel and non-Netherlands NATO Civilians receive a tax-free fuel allowance from the Netherlands government for travel between their residence and JFC HQ Brunssum installations. The amount of the tax relief depends on the type of fuel used. US and Canadian personnel receive a fuel ration card and can buy fuel coupons at a discounted price.

** - unless indicated otherwise*



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SITTARD STATIONSTRAAT 49 **0464-00.01.43**
GELEEN RIJKSWEGCENTRUM 68 **0462-10.01.06**
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The Laws of the Netherlands

In principle, all HQ JFCBS personnel stationed in the Netherlands are subject to Netherlands law. Certain categories of personnel may, however, in specific circumstances be subject to the law of their own state in accordance with the provisions of the NATO Status of Forces Agreement, respectively the Protocol on the Status of International Military Headquarters set up pursuant to the North Atlantic Treaty (Paris Protocol).

The Royal Marechaussee Representative (RMR)

The RMR is a full Colonel of the Royal Marechaussee, with overall responsibility for the duties performed by the Marechaussee with respect to HQ JFCBS and the USAG at Schinnen. He is tasked with the co-ordination and execution of external security measures. He is also the liaison officer for these Headquarters, National

Delegations and all organisations having a direct or indirect relationship with HQ JFCBS and USAG on behalf of the Netherlands Justice and Police Authorities for police technical, criminal and external security matters. The South Limburg Brigade Royal Marechaussee is granted special authority to effect registration of privately owned firearms. He also mediates in matters concerning the Netherlands' Alien Act, especially for the application of Permits of Residence for non-Dutch civilian personnel and all family members.

Police Service

The Netherlands authorities may, if so requested by the Sending State Military Authorities, waive their primary right of jurisdiction where such a waiver is considered to be of particular importance to the Sending State. Criminal investigation in the Netherlands is, in principle, conducted by the Netherlands Police, but the police authority for HQ JFCBS is the "Koninklijke Marechaussee" (KMar). This is a military police force whose major task is policing the Netherlands Armed Forces, Foreign Armed Forces and International Headquarters, including





personnel and their family members. The police service responsible for HQ JFCBS is the South Limburg Brigade Royal Marechaussee. The Royal Marechaussee, throughout the Netherlands, can be reached at 0343-528 999. This being the 24/7 control room for the Royal Marechaussee nationwide. They will process your request or, dispatch you to the nearest Royal Marechaussee office in your vicinity. A police-officer of the Royal Marechaussee Brigade Limburg-Zuid is stationed in the office The Laws of the Netherlands Newcomers Guide 12 The Laws of the Netherlands of the Royal Marechaussee Representative in building H-100 at HQ JFCBS to assist you in police matters during office hours. It is also possible to seek assistance of the local police. For non-urgent matters call 0900- 8844, keeping in mind that some matters will be passed to the Royal Marechaussee. For immediate, urgent matters such as witnessing crimes

or life threatening circumstances call 112. This is a 24/7 control room that will dispatch immediately either police, fire brigade or ambulance support as required.

Privately Owned Firearms

Netherlands law prohibits the possession of firearms and ammunition (parts of firearms/ ammunition included) and all the related activities such as transport, import, export, etc. A firearm is any instrument capable of firing a projectile by explosion. Firearms imitations are also subject to Netherlands Law and are prohibited. Written prior authorisation from the Netherlands authorities is mandatory in respect of possession, purchase and importation of a firearm for private ownership. This ruling does not apply if the firearm(s) is (are) imported with household goods at the time of arrival in this country. If any privately owned firearm has already





been imported into the Netherlands without written authorisation, it should be reported to the RMR's Firearms Registration Department without delay in order to obtain authorisation.

Tax Free Scheme

The "Customs Regulation HQ JFCBS" allow eligible personnel to purchase goods free of Value Added Tax, VAT ('BTW' in Netherlands language). The transfer, by way of either sale, gift or otherwise of any goods obtained taxfree is prohibited. Abuse of tax concessions is a punishable offence. However, in special cases such transfer may be authorised by the Netherlands Customs Authorities by request on conditions imposed by those authorities.

Taxes

Non-Netherlands, HQ JFCBS and supported entities, personnel are exempted from: • Netherlands taxation in respect of their salaries and emoluments; • Dog Tax (Hondenbelasting); • Immovable Property Tax (onroerend zaak Belasting). Should you receive a bill for any of the taxes for which exemption has been granted, the girocard should be returned to the Tax Collector (Ontvanger der Directe Belastingen), to Kloosterweg 22 in Heerlen, with a note saying: "As a non-Dutch member of the HQ JFCBS Staff, I am exempt from payment of this tax." Note: Income as a result of a profitable enterprise or out of privately owned immovable property in the Netherlands, is subject to Netherlands Income or Capital Tax (Inkomsten - or Vermogensbelasting).

Levies

Levies, which are charges for services rendered, have to be paid. The main levies are: • Water purification levy (Waterzuiveringsheffing); • Sewage charge (Rioolrecht); • Garbage Collection charge (Reinigingsrecht).

Environmental, Health & Safety Section

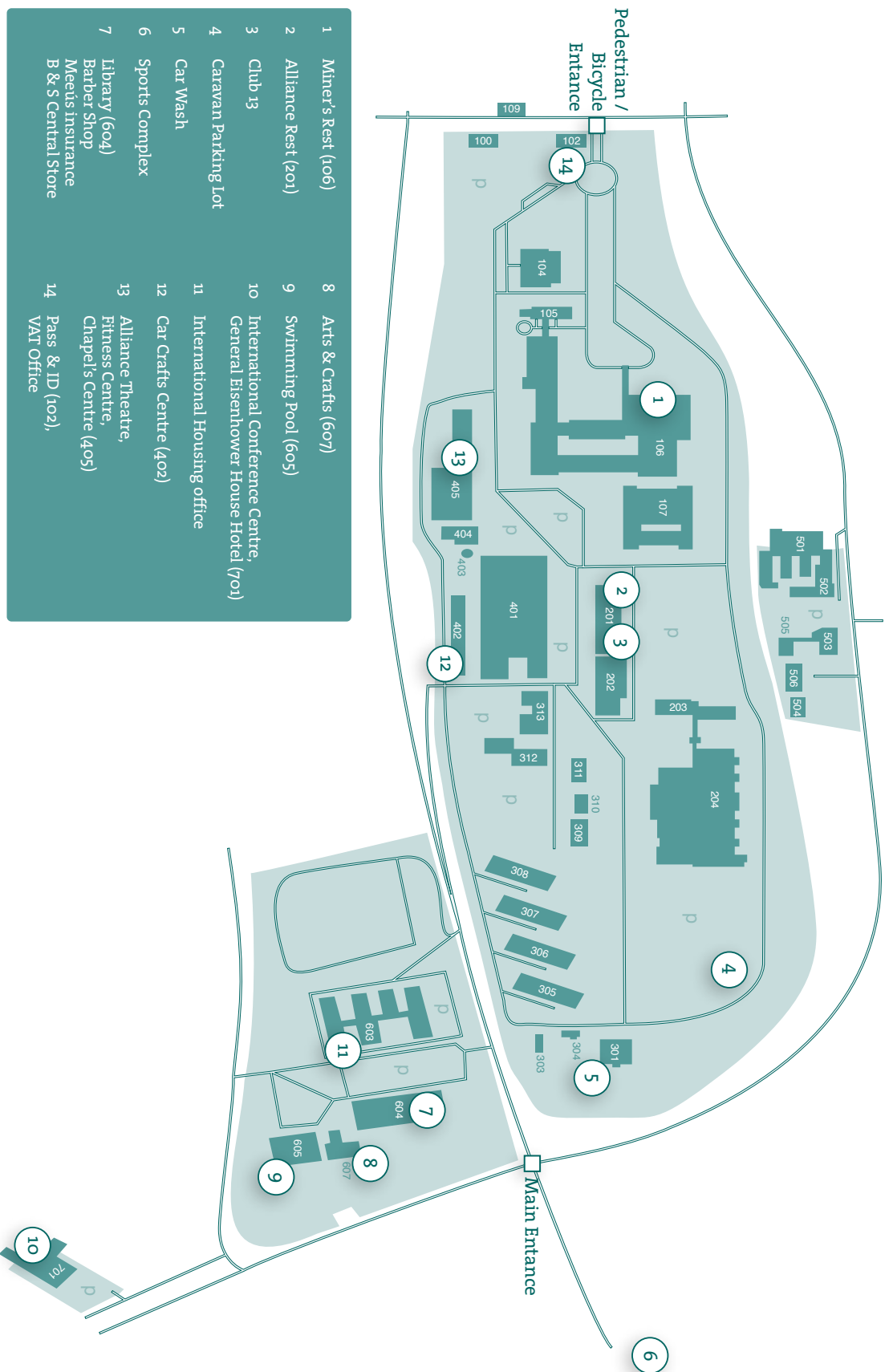
An Environmental, Health & Safety (H&S) Section deals entirely with environmental control and health & safety matters at HQ JFCBS and its installations in The Netherlands. Host Nation environmental and H&S (ARBO) legislation is applicable to JFC HQ Brunssum. For more information call the Base Support Group E, H&S Section, ext. 3470.

Legal Advisors' Office

The above is only a partial review of legal matters. There are many other areas where personnel might wish to seek legal advice and assistance with personal matters. To avoid misunderstandings, it must be noted that the HQ JFCBS Legal Advisors will normally not deal with personal private legal matters. Therefore it is recommended to obtain (Netherlands) legal aid insurance coverage while staying in the Netherlands. In a specific case one may also wish to consult a lawyer. HQ JFCBS maintains good relations with a local law firm (in Brunssum) that is familiar with typical HQ JFCBS personal private legal matters. The Office of the Legal Adviser will advise on how to proceed (ext. 2463).

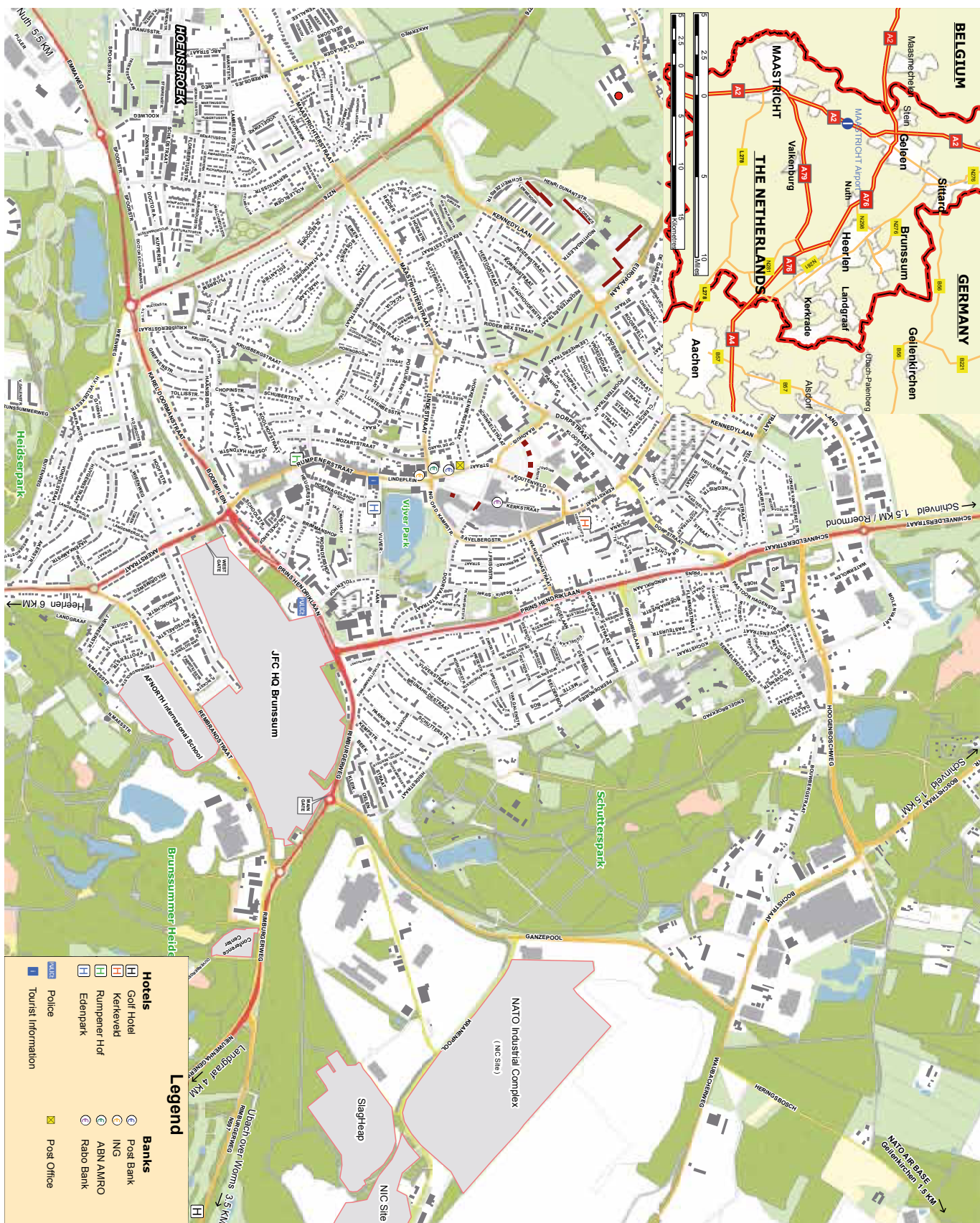


Base Map





Brunssum Map





Regional Map

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Life in the Headquarters

Working Hours

Working Hours (JFC Brunssum Directive 40-1):

Monday to Thursday 08:15 to 17:15,
Friday 08:15 to 15:00.
Lunch/Physical training – between
12:30 – 14:00, a minimum of 30 minutes.

Dress

During duty hours and, in accordance with national regulations, all military personnel will wear uniforms. Most NATO nations have summer and winter uniforms.

You should obtain guidance from your national authorities before you arrive.

Military Courtesies and Customs

Military personnel at HQ JFCBS are required to maintain a **high standard of military courtesy**. All military personnel in uniform will render the appropriate courtesies. Outdoors, salutes will be given by other ranks to all officers and by junior officers to senior officers in accordance with National guidelines.

Compliments (salutes and/or greetings) are paid in the appropriate national manner when indoors. Each National Delegation is responsible for briefing all ranks on the observance of national customs and international courtesies. HQ JFCBS personnel are expected to **show courtesy and friendliness to Netherlands citizens**, since





this will reflect favorably on the activities of HQ JFCBS and NATO.

Leave

Privilege leave is governed by national regulations. The number of days leave granted annually to HQ JFCBS military personnel is governed by their respective national regulations. Leave entitlement for civilians is laid down in their regulations. All personnel are encouraged to take their authorized annual leave entitlement.

Civilians

There are more than 300 civilians working at Brunssum Hendrik Camp. About 200 of them are NATO Civilians holding a wide range of positions covering secretarial, budget, technical services and many others. From the

founding of HQ AFCENT in France in 1953 until today, they have made an important contribution to maintaining continuity and providing corporate knowledge. Whilst military personnel may stay two, three or four years, **many NATO Civilians are employed on an indefinite contract.**

NATO Civilians are drawn from all NATO countries. Not only are they able to provide expert advice and valuable background knowledge on NATO matters, but also, in many cases, they have set up home here and know the Limburg area very well. Thus they can assist in local matters and help to make your stay in the Netherlands more enjoyable.

NATO Civilians, hired under permanent contracts according to the NATO Civilian Personnel Regulations are represented by and members of the **Brunssum Civilian Staff Association**, which is designed to support their professional and social interests, and to foster good relations among members. The other category of civilians is the 100 Local Wage Rate employees (LWRs), most of whom are Dutch citizens. They fall under the conditions and regulations laid down by HQ JFCBS in accordance with the Netherlands Civil Laws. Most AF LWR (50) employees are skilled craftsmen and make an important contribution to the maintenance of this Headquarters. Another group of LWR personnel - NAF LWRs (50) - serves the Headquarters in the community services, such as recreational activities and the various clubs. LWRs are represented by the **LWR Works Council**.

HQ JFCBS Directive 40-1

You are advised to read HQ JFCBS Directive 40-1 (Manpower and Personnel Management and Administration) for more details about working hours, dress and leave regulations.

Contacts with the Media

If representatives of the media approach you, please do not try to deal with them yourself, but **refer them to the Public Affairs Office at 045 526 2409 or 06 5108 3227.**





Using the Telephone

National emergency number **112**, when every second counts

HQ JFCBS emergency number
for Police/Fire/Medical **2000**
Royal Marechaussee Foreign National Registration Office
Royal Marechaussee control room 0343-528 999
Local Police (non emergency number) 0900-8844

Making calls to The Netherlands

From within Europe, except France 00-31 -town number-local number. From France 19-31 -town number-local number. From Canada and USA 011-31 -town number-local number. (The first 'o' in the town number e.g. 045 is omitted when dialing from outside the Netherlands.) The town number for Brunssum is 45. Maastricht is 43.

Calling HQ JFCBS

From 045 areas in Limburg Province to HQ JFCBS dial 526 and desired extension number. From Any other areas in the Netherlands to HQ JFCBS dial 045-526 and desired extension number.

If subscriber is not known, dial 526-2222 (from 045 areas) or 045-526-2222 (from other areas in the Netherlands) and ask the operator for Booking and Information.

Useful HQ JFCBS Numbers

Barrack Accommodations

Belgium 3009	Germany 3132
The Netherlands 3023	UK 2585/2596
US Army 2169	US Air Force 2262

National Support Belgium

Medical Centre 2152
Secretariat 3337/2313

National Support Canada (CFSE) Orderly Room 2332

National Support Czech Republic Commander 2666

National Support Denmark Commanding Office 2557

National Support Estonia Office 3472

National Support Germany

Medical Centre (all hours) 2346
Orderly Room 3159/2194

National Liaison Officer Hungary Office 2881

National Liaison Office Italy Office 3348

National Support United Kingdom

Chief Clerk 2197
Medical Centre 2497
Arrivals & Travel Clerk 3192
Medical Centre (duty hours) 2996
Secretariat 3068

National Support Norway Commander 3255

National Support Poland Deputy Commander 2587

National Support Slovakia Admin 4021

National Support Element Spain Office 2306/2922

French Support Unit

Chief 4369
Deputy Chief 4370
Secretariat 4375

National Support Turkey Delegation NCO 2289/4152

National Support the Netherlands

Frontoffice 2856
Medical Centre (Duty Hours) 2996
Lounge 3205

National Support United States

Medical Centre 2934
US Army Element 2169
Air Force Detachment 2351/2262
Navy Element 3671

Special Services

HQ JFCBS Conference Centre 3188

HQ JFCBS Int. Police 2616/3200

HQ JFCBS School Bus Coordinator 045-5278228

HQ JFCBS School Director 045-5278220

Public Affairs Office 2409/2167

Housing and Billeting 2017/2135

Legal Advisor 2463

Religious Services 2940

Swimming pool 3172

Library 2669

Gymnasium 3170/3171

Sport Complex 2055

Family Support, Morale & Welfare Branch 2626

Beauty Salon 2957

B&S Central Store 4019/4023/4016

Car Craft Shop Centre 3173

Art and Craft Centre 2454

Alliance Theatre 2110
 Miner's Rest 2299
 Alliance Rest 3723
 Insurance Office 2492
 Club13 2626

Vehicle Registration 2580
 Passes and Permits 2580
 Emergencies on camp 2000
 Telephone/Computer Helpdesk 3000
 Switchboard operator 9

Emergency Information Card

Did you know? Be Prepared in Case of Emergencies

How to react in case of emergency in the Netherlands?
 What to do in case of fire or utilities failure?

General tips:

Every Emergency is different, but at least you should:

- Stay calm and think before you act.
- Warn and inform your direct neighbours.
- When injured or in instant danger, call alarm services or try to reach others for help.
- Try to obtain information from reliable sources.
- Listen to Emergency radio broadcasts, Canadian Forces Network Brunssum at FM 96.9 and 99.7 MHz.
- Or look at www.crisis.nl
- Follow instructions from public services and authorities.

Off the base information:

- Royal Marechaussee
 Control room:
034-3528900 (Emergency)
 034-3528999 (No Emergency)
- Health authority (GGD)
 045-8506666
- Advice and Support
 Domestic Violence
 0900-1262626
- Animal maltreatment
 (National number)
 0900-2021210
- Office Royal Marechaussee
 Representative/Alien
 Registration
 045-4058480
- Gas and Electricity breakdown
 0800-9009

Important Telephone numbers

Police, Fire department, Ambulance (Emergency): **112**
 Civil Police (No Emergency): 0900-8844

**Any Police information you might have,
 please call:**

Royal Marechaussee Regional Sergeant
Telephone: 045-5250740



On the base information:

- Emergency: Ext **2000**
 (By mobile phone:
 045-5262000)
- BSG Security Desk,
 Ext 2616
- BSG Investigators,
 Ext 2127
- RMR/Alien Registration,
 Ext 3191
- Regional KMar Sergeant
 045-5250740



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WEERT
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Domestic Accommodation

General

HQ JFCBS members will live on the **local economy** and use **private housing arrangements**. The HQ JFCBS **International Housing Office** (IHO) provides assistance in obtaining suitable housing in the local area. The IHO provides a wide range of housing related assistance and is therefore a good starting point in your search for housing accommodation in the local area.

Single (unaccompanied) Accommodation

Single and unaccompanied personnel normally live in leased private housing. Depending on the policy of the National Support Unit, the lease for this housing will either be between the landlord and the National Support Unit or between the landlord and the individual, with help from IHO.

Married (accompanied) Accommodation

All accompanied personnel assigned to HQ JFCBS will reside in leased private accommodations and are entitled to use the service of the HQ JFCBS International Housing Office. Personnel renting privately are advised to use HQ JFCBS official rental agreement, which is available from the International Housing Office in Dutch and English. The HQ JFCBS lease contract contains a military/ diplomatic clause.

Types of Accommodation

Housing for HQ JFCBS members is categorized into:

- Private houses or apartments (both furnished and unfurnished);
- Rooms in private houses (furnished).
- “Social Apartments” are built with financial aid from the Netherlands Government. The general rule is that only personnel with an annual salary (income) below a certain level can obtain a social apartment registration.

Registration

Accommodation in the Netherlands is controlled by local authorities requiring, by law, that each individual be formally registered in the area concerned. Therefore, personnel are to inform the HQ JFCBS International Housing Office immediately after finding accommodation. This office will prepare the necessary registration certificates and present them to the local authorities and utility companies. Change of accommodation (other than that arranged by a National Support Unit) must also immediately be reported to the International Housing Office.

Rental Rules in the Netherlands

- Accommodation may only be used in accordance with its designed purpose;
- It must be left in the same condition as when it was taken over;
- At the start of the rental period a deposit of one month’s rent is usually required. At the termination of the rental period the money is refunded, after subtraction of the cost of any necessary repairs;
- Unless the contract states differently, the normal term of notice in the Netherlands is one rental month. Before ending the rental contract, contact IHO for assistance.

Pertinent Facts about Utilities

- Electricity supply in the Netherlands is 50-cycle, single phase, 220 Volt A.C. as opposed to the 60-cycle, 110 Volt used in the United States. Fittings are of the European type and differ from US standards.
- The gas used in the Netherlands is natural gas. Most of the cities and villages in South Limburg obtain natural gas from the regional gas company Essent with its main office in Roermond. For main connections, the municipal gas service company or Essent should be contacted. In most places it is possible to hire gas appliances for heating, kitchen and bathroom water at low rates. This will also include maintenance.
- Waterleiding Maatschappij Limburg provides domestic water supply. The water in Limburg is, in most locations, categorized as “hard” water. For connections, the International Housing Office will assist you.



- Private telephone and internet connection can only be installed into a private residence after an agreement has been made between an individual and the provider. The International Housing Office will provide you with all necessary information.

Billing

The utility company will charge you **every month** for the use of gas and electricity. Waterleiding Maatschappij Limburg (WML) will charge you for the use of water.

NOTE: Contact International Housing Office for connections or reconnections of utilities to assure that the right Value Added Tax exemption is included in your contract. US personnel should contact the US Housing Office of USAG in Schinnen. Supplies are normally cut off on change of occupancy until the new occupant asks for reconnections.

Radio and Television

In addition to local radio programmes, **American Forces Network** (AFN) on FM 89.2 MHz and **British Forces Broadcasting Services** (BFBS) on FM 90.2 MHz can be

received locally. **Canadian Forces Network Brunssum** (CFNB) also broadcasts from its own studios within the Headquarters and can be received on FM 96.9 MHz. Dutch television transmits many English and other foreign language programmes.

Dutch TV Channels retain the original soundtrack and use Dutch subtitles. Most local communities have a television cable system (ZIGGO). Dutch TV magazines give programme details of all channels receivable in the area.

At Hendrik Camp satellite receivers have been set up at several locations e.g. at Club 13 and numerous conference rooms in Building H-106.

It is important to note that **Continental, UK and US televisions operate on different systems** and receivers may need to be adapted. **American and European video film formats** are also different as the regional restrictions for DVD players.





Amenities

General

The international community Headquarters Allied Joint Force Command Brunssum (HQ JFCBS) offers a **wide range of tastes in recreational, sporting and social activities**. Any suggestions for additional activities can be made to HQ JFCBS Family Support, Morale & Welfare Branch (FSMW, ext. 2626).

National and International

The provision of some amenities such as **postal, medical and dental facilities is a national responsibility**. Other facilities, such as the fitness centre, theatre, library, arts and crafts centre, auto repair shop, child care, youth services, swimming pool, sports complex and conference centre are provided under international arrangements and are available to all nationalities within the Headquarters. These are principally arranged by the HQ JFCBS Family Support and Morale & Welfare Branch.

Facilities

A wide range of sporting and recreational facilities are provided. In addition, concessionaires offer tax free shopping, insurance, and hairdressing services within the base.

Vehicle and Homeowners Insurance (Bldg 604)

HQ JFCBS personnel have at their disposal a **full service insurer** right here in Mini-Mall. This service provider is **fully aware of the service members’ insurance needs** here in the Netherlands, and their policies are written in English. The concessionaire can be reached at ext. 2492. **Opening hours: Monday through Wednesday from 08:00-12:30 & 13:30-16:30.**

The JFC Brunssum Fitness Centre

From the moment you step into the JFC Fitness Centre, you’ll discover we’re so much more than just a gymnasium. You’ll make new friends from across the spectrum of NATO nationalities and find a range of activities to accommodate all levels of fitness ability, experience and sporting prowess. Our friendly and

knowledgeable instructors are on hand to assist you in your personal goals and training objectives, be it group classes, or personal training there is something for everyone. The facility is open to all NATO ID card holders and their dependants over the age of 18. For dependants between the ages of 14 and 17 we have a teenager membership scheme allowing them limited unsupervised use of the facility providing they attend a health and safety brief. These teenagers briefs are conducted every Tuesday, 1700 at the fitness centre and require the presence of a legal guardian.

Normal Working Hours:

Mon & Wed	06:00 - 18:00
Tue & Thu	07:00 - 18:00
Fri	06:00 - 15:00

Outside Normal Working Hours Use

The fitness centre is available for use Outside of Normal Working Hours (ONWH) providing the user has attended an ONWH Fitness Centre safety and registration brief. ONWH Briefings are conducted at the fitness centre, For more information please contact the Fitness Centre. **Eligibility:** Active duty military personnel, NATO civilians, military retirees and dependants **aged 18 years and above** are authorised to utilise the Fitness Centre ONWH. We have four tennis courts, adjacent to the swimming pool. You don’t need to join a club to use these courts, and there is no charge for their use.

Sports Complex

The HQ JFCBS Sports Complex (also referred to as “the Slag Heap”), has **eight floodlight lit fields for soccer, 5-a-side, field hockey and rugby. There is a 400-metres track, two shower rooms and changing facilities** near the main pavilion. There’s a long jump pit, two baseball fields and a horseshoe pit. A major attraction at the Sports Complex is the newly renovated covered barbecue area, which has large grills and bench tables. There is plenty of space for groups, clubs or individual families to picnic and socialize in the fresh air. Lighting, electrical outlets and tap water are also available. A playground is available for children, with lots of running space. There are also bouncy castles available for rent. During the summer, the Sports Complex is the scene of various HQ JFCBS



special events like Summer Fest, Hockey Festival, Football Tournament, and other shows and sports meetings. Call HQ JFCBS ext. 2055 for more information.

HQ JFCBS Clubs and Activities

As well as the many community activities and recreational facilities provided by the HQ JFCBS Base Support Group, there are numerous HQ JFCBS member run clubs and societies available. HQ JFCBS members, clubs and activities indicated below are available for participation: **International Boy Scout Troop, Scuba Diving Club, Girl Scouts, JFC Golf Society, Scale Modeling, Allied International Marching Team, International Spouses Club, Knights Hockey Club, Sailing Club, Shooting Club, Orcas International Swim Team, Triathlon Club, Tri Border Walking, Hockey Club, Alliance Players, JFC Jiu-Jitsu Club, JFC Youth Football Club, Other Ranks Association (Enlisted), Civilian Staff Association (CSA), Allied Officer Association.**

Further details may be obtained from the Family Support, Morale & Welfare on HQ JFCBS ext. 2626.

Swimming Pool

Located next to the library our **modern, heated indoor swimming pool and toddler pool** accommodates a wide range of swimming activities including; lap, delegation, parent with toddler and public swimming sessions. Aqua aerobics, aquacise and children's swimming classes are also provided (please visit the fitness centre or swimming pool to pick up an up to date swimming pool schedule). A popular large inflatable toy session takes place every Saturday providing a fun family activity whatever the weather. The complex also boasts a solarium and sauna facility allowing patron's to unwind and relax after a hard swim or whilst the kids are in lessons. The pool and its facilities are available for hire, be it a kids party, a swimming based event or even a private sauna session, please contact the pool on Ext 3172 for more information.





Swimming Pool Schedule

Day	Time	Activity	
Monday	06:30 - 09:30	Lap Swimming	**
	09:30 - 10:30	Aquarobic	
	10:30 - 11:00	Ladies Swimming	***
	11:00 - 12:00	Aquajogging	
	12:00 - 14:00	Lap Swimming	*
	19:00 - 20:30	JFC Scuba Diving	
Tuesday	06:30 - 09:00	Lap Swimming	**
	12:00 - 14:00	Lap Swimming	*
	14:00 - 15:00	Delegation swim	
	15:00 - 16:00	Public swim	
	16:00 - 18:00	Swimming lessons	
	18:00 - 18:30	Adult Swimming	
Wednesday	19:00 - 21:00	Orcas Swim Team	
	06:30 - 09:00	Lap Swimming	**
	12:00 - 14:00	Lap Swimming	*
	15:00 - 16:00	Public swim	
	16:00 - 18:00	Swimming lessons	
	18:00 - 18:30	Adult Swimming	
Thursday	19:00 - 21:00	Orcas Swim Team	
	06:30 - 09:00	Lap Swimming	**
	09:00 - 12:00	Afnorth school	
	12:00 - 14:00	Lap Swimming	*
	14:00 - 15:00	Afnorth school	
	15:00 - 17:00	Public swim	
Friday	17:00 - 18:00	Aquacise lesson	
	19:00 - 21:00	Orcas Swim Team	
	06:30 - 09:00	Lap Swimming	**
	09:00 - 12:00	Afnorth school	
	12:00 - 14:00	Lap Swimming	*
	14:00 - 15:00	Afnorth school	
Saturday	15:00 - 18:00	Public swim	
	19:00 - 22:00	Synchronised Swim	
	09:15 - 11:45	Synchronised Swim	**
	12:00 - 16:00	Public swim with Toy	
Sunday	16:00 - 18:00	Private pool Booking	*
	10:00 - 12:00	Private pool Booking	**
	12:00 - 16:00	Public swim	
	16:00 - 18:00	Private pool Booking	*

For Sauna and Pool bookings Call 0031-(0) 45-526 (Ext 3172)

Single Tickets		
Adult / Child		Euro 2.50
Single aqua		Euro 3.00
Single lessons, 30 min		Euro 3.50
Single lessons, 1 hour		Euro 7.00
Block Tickets		
10 Block ticket		Euro 20.00
10 Aqua block ticket		Euro 25.00
10 lessons, 30 min		Euro 30.00
10 lessons, 1 hour		Euro 60.00
25 Block Ticket		Euro 40.00
Single Season Tickets		
Valid for 1 year		Euro 100.00
Family Season Tickets		
Valid for 1 Year		Euro 200.00
Private Pool Booking		
Per hour		Euro 40.00
15 Kids + (ADD 2nd LF)		Euro 20.00
Saturday and Sunday	16:00 - 18:00	
Sundays	10:00 - 12:00	
Sauna		
Fees have to be paid before use, if you book the sauna:		
1 hour Incl. 2 person swim		Euro 07.00
10 block ticket sauna		Euro 60.00
Lunch time usage (free)	12:00 - 14:00	
Monday	Women only	
Wednesday	Men only	
Tuesday, Thursday, Friday	Mixed	
Solaruim		
10 minute (1 token)		Euro 4.00
Tuesday - Friday	07:00 - 18:30	
Saturday - Sunday	12:00 - 16:00	
Public swim with big toy		
Every Saturday	12:00 - 16:00	

* Free for Brunssum Military / NATO ID card holders
 ** Free for Military personnel
 *** Ladies only
 Free entry for children under 4 years



Library

The HQ JFCBS Library provides **books, audio books, language videos, DVDs, maps and current issues of international magazines and newspapers**. Some of these materials are in different languages. Interlibrary loans are available. There is a children's area with books in English, Dutch, French and German. The HQ JFCBS Library is located at HQ JFCBS in the Mini-Mall. Services are free for all HQ JFCBS, USAG Schinnen Benelux, NATO Geilenkirchen personnel and their family members. Internet services are also available and the library subscribes to several on-line databases for reference and research. The databases are available through the HQ JFCBS Library's homepage: www.library.eur.army.mil. The library offers also a free wireless "hotspot" for your use. **A new multi-purpose room is available** with 10 chairs and two tables. It can be used for classes, meetings, watching satellite TV or playing wii games. You will find a white board, TV-set, a projector, DVD player, a wii games console and wireless internet. For reservations please call HQ JFCBS ext. **2669** or **2469** (commercial 045-526

2669 or 045-526 2469). HQ JFCBS Library operating hours : Monday&NATO Holidays – closed, Tuesday- Wednesday from 11:00 to 20:00, Thursday- Friday from 11:00 to 18:00, Saturday - Sunday from 12:00 to 16:00.

Full Service Barbershop and Beauty Salon (Bldg 604)

A beauty salon **for men and women** is located in the **Mini-Mall** and it is operated by a concessionaire. Our hair styling salon can provide you with anything from the basic regulation haircut to a bit of extra glamour for that special event. The salon can be contacted on ext. 2957. **Opening hours are Monday through Friday from 08:30 to 17:00.**

Car Craft Centre

The five-bay Car Craft Center offers a wide range of equipment for do-it-yourself automobile enthusiasts; we also offer a drop-off service. It is situated in Building 402, HQ JFCBS ext. 3173. The shop can assist you with your **minor automotive needs**. The shop has a large





variety of general and specialized automotive tools.

Computer analyzers are available to perform diagnostic tests. A welding bay is also available. The Car Craft Center is basically a do-it-yourself workshop. However, a master mechanic can perform **oil change, brakes, wheel balancing, gas welding, steam cleaning and headlight alignment**. Attendants can provide you with a wealth of international technical automotive advice on almost any job. Assigned personnel, with the exception of Dutch nationals, due to local laws, can receive their **annual vehicle inspection (APK)** right here on the base.

Arts and Crafts Centre

The HQ JFCBS Arts and Crafts Centre in building H-607 (ext. 2454) offer **ceramics, woodworking, and custom framing**. The ceramic shop offers an introductory class,

which is a mandatory requirement prior to using the ceramic facilities. The class will familiarize you with the facility and the proper techniques of the art of ceramics. The Frame Shop offers a “we-frame-it” service, as well as classes to learn to “do-it-yourself”. Painting and many other forms of fine arts can also be pursued in this centre.

Language classes

Language Classes are offered in English, French, Dutch, German and Spanish for personnel and their families. For more information, contact the Base Support Group Family Support and Morale & Welfare Branch at ext. 2626.

Alliance Theatre

HQ JFCBS Alliance Theatre in building 405, seats 365 people, **shows movies every Saturday** at a fraction





of off-base prices. AAFES Reel time Theatres supplies newly released movies, shows are every Saturday. Adult admission: 4.00 euro (ages 12 and older). Child admission: 2.00 euro (ages 11 and under). The theatre can be reserved for military briefings, community meetings, conferences or other gatherings requiring a large auditorium by calling the Family Support and Morale & Welfare at ext. 2626. Most local towns have modern cinemas, many of which screen films in English. Additionally, nearly every large town has its own municipal theatre in which regular cultural productions take place. You'll find the program listed in various national and international bulletins and publications.

HQ JFCBS Conference Centre

The HQ JFCBS Conference Centre, building 701, is located

one km to the east of HQ JFCBS. The conference centre has **reception rooms for private and official functions** and is open to all members of the HQ JFCBS community including the National Support Units. The Eisenhower Hotel is located on the premises for lodging. Call ext. 3188 for details.

HQ JFCBS Allied Officers' Association

Membership is open to all Officers assigned to the Headquarters.

Other Ranks Association

This active association is open to Non-Commissioned Officers (OR-4 and above).

Civilian Staff Association

Membership is open to all NATO International civilians assigned to the Headquarters.

Miners' Rest

The HQ building cafeteria is open **Monday through Thursday from 07:30 to 15:30 and Friday 07:30-14:30**. Coffee, tea, soft drinks, sandwiches as well as a daily lunch menu are available.

Alliance Rest

The Alliance Rest is situated in Building 201 at HQ JFC Brunssum. It provides an international cuisine on its daily lunch menu as well as coffee and desserts. This facility is open to all military, civilian staff personnel and their family members. For information, call HQ JFCBS ext. 3723. Opening Hours: **lunch 12:00-14:00**. Closed on weekends.

Club 13

All HQ JFCBS ID cardholders may use Club 13 for **military functions, personal parties, hail and farewells**, etc. It is located on the top floor of Building 201 at HQ JFCBS. The club has a bar and an impressive **disco set-up, stage and dance floor**. Call Family Support and Morale & welfare ext. 2626 for more information.

Child, Youth and School Services (CYSS)- CDC, SAC, YC, Youth Sports and Fitness





The CDC Building 505 is open Monday-Friday 07:00-18:00 and offers full day programs for children 6 weeks to 6 years old. Part day preschool is offered for children 3 to 5 years old as well as a before and after school program for IY1 and IY2 students. Hourly care is also available for children in this age group. SAC offers before and after school care for children in IY4-M1. Before school care is open from 07:00-09:00 and after school care is from 15:30- 18:00. SAC provides care 07:00-18:00 on school out days. The Youth Center (YC) Building 603 is open to all registered youth in 6th – 12th grade. The Youth Sports and Fitness Program offer a variety of individual and team sports for children and youth 3 yrs-18 yrs. To register for all CYSS Programs call or stop by Parent Central Services Building 505, Ext 4192. Open to all NATO and US ID Card holders.

Religious Services

The HQ JFCBS International Chapel Centre is in building H-405. It has three chapels and endeavors to cater for all Christian denominations. Regular Sunday services and sponsorassociated groups are available.

British Office:

HQ JFCBS ext. 2959/2804

German Office:

Protestant: HQ JFCBS ext. 2422/2912

Roman Catholic: HQ JFCBS ext. 3101/2909

Netherlands Office:

HQ JFCBS ext. 3125

United States Office:

HQ JFCBS ext. 2940



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Medical Services in the Netherlands



Health Insurance

A long-term assignment abroad can have a big influence on your Health Insurance in the home country. Reimbursement for medical treatment will probably change or the contract between the contractual partners might even come to an end, if special arrangements were not made before the start of the assignment. Therefore every soldier/employee of HQ JFCBS should talk to his Health Insurance Provider to clarify the conditions of the contract regarding the coverage of medical costs, for themselves and family members.

It is also recommended to talk to the national Health Care Authorities of their home country regarding this before moving into the Netherlands. The costs for “inpatient treatment” should be discussed and fully understood. **For all European Nations some guidelines for Social Security (medical matters) do exist**, which are in effect for the Troop Contributing Nations (TCN). All personnel should contact their National Medical Centre, if available, to ensure that they are registered appropriately. Once again, soldiers and employees of HQ JFCBS, coming from European Union countries, should seek to gain all the information and regulations about reimbursement for medical costs from their government. Dependents of soldiers and employees of the HQ JFCBS, coming from EU Countries, have to apply for an E-106 - standard form from their national Health Insurance Provider. This standard

form must include all eligible insurance policyholders and has to be brought to the nearest local Netherlands Health Insurance Provider: **CZ/Central Ziekenfonds: Wilhelminastraat 39, 6131 KM Sittard, tel: in general: 046-4595656 / accounting clerk: 046-4595038.**

The Netherlands Health Insurance will register the person and give a Health Insurance Card to each insurance policyholder. With the above-mentioned Health Insurance Card all costs of Primary Health Care will be covered. Excluded from the services are Dental Care and Physical Therapy. Dependants of German soldiers that are not insured in an obligative health insurance will have to pay cash and are refunded by their government afterwards.

Dependants 18 or older, attending school, apprenticeship, or unemployed have to join the Netherlands Health Insurance at their own cost. The E-106 standard form of the home Nation will not cover them. In case of any employment in the Netherlands a mandatory membership in the Netherlands Health Insurance is a legal requirement. Furthermore European Health Insurance Providers offer a European Health Insurance Card (EHIC) that is provided for travelling through European Countries. It covers though emergency care only. Each TCN has probably made arrangements with several European countries and such cases should be discussed with the Health Care Provider of the home country as well, before starting a “private journey”.

Even if arrangements were made between the sending Nation and the Nation people are travelling in, in some cases they will be charged in cash. This fact should be discussed with the National Health Care Authorities of the home country, as well. There is also a big difference between the Nations in the total costs covered. Additional temporary insurance might be recommended depending on what is covered and what responsibility falls on the individual service member.

British Medical Services at HQ JFCBS

Medical:

British Medical Centre
POC: Flight Sergeant Pierre
Tel: 045-526-3246

Dental:

British Dental Centre
POC: Corporal O'Brien



Tel: 045-526-2293

Emergency and after hours care is to be provided at local hospitals.

Dutch Medical Services at HQ JFCBS

Medical:

Dutch Medical Centre (H-308)

08:00 – 12:00 and 13:00-17:00

Tel: 045-526-2996 (during lunch and coffee break only for emergencies 045-526-2323)

German Medical Services at HQ JFCBS

Address: Brunssum,

Akerstraat 57

Physician Orderly Room: tel. 045-526-2330/2363

Dentist Orderly Room: tel. 045-526-3147

The German physician is responsible for German military personnel only. The German Dentist has permission to treat soldiers and their dependants, if capacity allows him to do so. The service of the German Dentist is not free of charge for other nations or any dependants.

US Medical Services at HQ JFCBS

Medical care for US personnel is provided at Geilenkirchen NATO AB, Germany. You can register to book medical appointments online by visiting www.tricareonline.com, or you can call the appointment line at +49(0)2451-99-3200.

Dental Services:

Please visit www.tricaredentalprogram.com for more information, or call the Dental Clinic at +49(0)2451-99-3535.

US Military TRICARE:

For more information, please call the TRICARE Service Center at +49(0)2451-99-3400, or visit the website at www.europe.tricare.osd.mil

Nurse Advice Line: 00800-4759-2330

Open 24/7, including holidays

Dutch Medical Services/artsen, huisartsen

In the Netherlands your general practitioner will guide you through the Health Care System. They will decide whether you need to go to hospital or to a specialist. In cases, which are not

life threatening, it is mandatory that patients first contact a general practitioner. You can find local general practitioners by using the www.goudengids.nl website, searching for: artsen-huisartsen. You can search using your postcode on www.artsenzorg.nl. You are strongly advised to get in contact with a general practitioner in the vicinity of your home in the Netherlands soon after your arrival. In case of a serious accident or life threatening medical emergency call 112 for an ambulance.

Weekends and Dutch holidays (24 hours a day):

At the weekend, on Dutch holidays and after work from 17:00 till 08:00 hours the medical emergency service should be used for sickness and minor diseases when the local general practitioner can not be reached. In the region of Limburg there are three points of contact in charge, depending on where you live: **Heerlen, Sittard and Maastricht**. They are located directly in the hospital or in a building right next to the hospital. At these places you will always find a general practitioner, who will decide what follow up strategy might be useful in your case.

Southeast Limburg Night Care Heerlen:

Southeast Limburg Night Care Heerlen:
situated in SEVAGRAM Clinic, building Plataan.
Address : Henri Dunanstraat 3, 6419 PC Heerlen.
Tel. 045-577 88 44.

Southwest Limburg - Huisartsenpost Maastricht:

Address: P. Debyelaan 25,
6229 HX Maastricht
(at the hospital Academisch Medisch Centrum Maastricht)
Tel. 043-3877777

Sittard - Huisartsendienst Westelijke Mijnstreek:

Address: Dr. H. van der Hoffplein 1,
6162 BG Sittard-Geleen
(at the hospital Orbis Medisch centrum, next to the First Aid)
Tel. 046-4009925

Pharmacy / apotheken in the Netherlands

Information about the local pharmacies can be found in the Gouden Gids (www.goudengids.nl). Just select the region you live in and on the map shown in the Internet will direct



you to the pharmacy, which is “on call”. They will give further information when you call them during working hours:

Telephone 045-5741004.

Address: Henri Dunantstraat 5, Heerlen 6419 PC

Further information will be available on the Internet: www.dassenburchtapotheek.nl

Midwives / vroedvrouwen in the Netherlands

Midwives, nurses and physicians will provide every necessary support to you and your families. Midwives in the Netherlands are well known for their professionalism. They work closely with general practitioners, gynecologists and hospitals.

Physical Therapy / Fysiotherapeuten in the Netherlands

Information about Physical Therapists can be found in the Gouden Gids (www.goudengids.nl). Just select the region you live in and there will be a map shown in the Internet that will direct you to the location.

Dentist:

It is recommended to talk to your national Medical Health Care Provider about the coverage of the costs before getting dental treatment.

Dentist De Vries

Akerstraat 91,
6417 BK Heerlen

Tel: 045-5714552

Dentist Schoffelen

Op de Vaart 9
6444 AH Brunssum

Tel: 045-5252797

Dentist Veugen

Pastoor Habetsstraat 63A
6217 KL Maastricht

Tel: 043-3431339

Consultation office for children 0-4

Brunssum 045-5645383

Heerlen 045-5635483

Maastricht 06-11874161

Youth Health Centre for children 4+

GGD Herleen 045-8506666

Hospitals in Germany (close to HQ JFCBS)

In case you have or want to use German medical facilities, the following options are open to you:

Geilenkirchen

Address: St. Elisabeth-Krankenhaus,

Martin-Heyden-Str. 32, 52511 Geilenkirchen, tel.0049-2451-622-0

Areas of expertise: internal specialist, surgery, emergency surgery and orthopedics, ear-nose and throat, anesthesia and intensive care

Heinsberg

Address: Städtisches Krankenhaus Heinsberg,

Auf dem Brand 1, 52525 Heinsberg, tel.0049-2452-188-0

Areas of expertise: internal specialist, surgery, emergency surgery, gynecology and midwifery, anesthesia and intensive care. Ear-nose, throat and ophthalmology/eye surgery only on call.

Aachen:

Address: Uniklinikum der RWTH, Pauwelstr. 30, 52074 Aachen

University hospital with all areas of expertise, tel. 0049-241-800

Admission to hospital on weekdays:

From 08:00 to 16:00: each hospital in Aachen!

From 16:00 to 08:00

Monday: Luisenhospital,

Boxgraben 99,

tel: 0049-241- 4140

Tuesday: Universitätsklinikum,

Pauwelstraße 30,

tel: 0049- 241- 800

Wednesday: St. Franziskus Krankenhaus,

Morillenhag 27,

tel: 0049-241- 75010

Thursday: Marienhospital,

Zeise 4,

tel: 0049- 241- 60060

Friday: Universitätsklinikum, Pauwelstraße30,

tel: 0049- 241- 800

Admission to hospital on weekend:

1st week: Luisenhospital

2nd week: St. Franziskus-Krankenhaus

3rd week: Universitätsklinikum Aachen

4th week: Marienhospital

5th week: Universitätsklinikum Aachen

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Australiëlaan 30, 6199 AA Maastricht-Airport
T (043) 361 85 55

Keram Kerkrade

Kerkradersteenweg 5, 6466 PA Kerkrade
T (045) 545 21 21



International Schools

General

Children of HQ JFCBS members attend mainly two international schools. AFNORTH International School in Brunssum or United World College in Maastricht (located about 30 km from the HQ JFCBS).

In Brunssum

AFNORTH International School
 Address: Ferdinand Bolstraat 1
 6445 EE Brunssum
www.afnorth-is.com
 E-mail: ais.directorate@eu.dodea.edu
 Tel.: +31 (0)45 527 8221
 Fax: +31 (0)45 527 8233

AFNORTH International School Brunssum (AIS) provides private education for pupils from 3 to 18 years of age. We serve the **military communities** in and around Brunssum, The Netherlands.

Four nations sponsor the school: **Canada, Germany, United Kingdom and United States of America**. Students from other nations may be admitted on a tuition-paying basis. The AIS staff is sensitive to both the special needs of our transient student population and the advantages inherent in this **unique school** setting. Parents may select an education in either the **English or German** language. There is also a French first language program available. AIS is registered and accredited in each owning nation. The program is regularly inspected by educational authorities from each owning nation. The diplomas which our high school students earn are accepted by





European and North American universities and colleges.

In Maastricht

United World College Maastricht

Address: Nijverheidsweg 25

6277 AL Maastricht,

Postal Address:

PO Box 1187

6201 BD Maastricht,

<http://www.uwc-maastricht.com/>

Tel.: +31 (0)43 367 4666

Fax: +31 (0) 43 367 0809

UWC Maastricht opened in September 2009, and comprises the International Department of Joppenhof Primary School and the International School of Maastricht (Secondary) and caters to around 600

students from more than 40 nationalities. We have welcomed the first 50 boarding students from all over the world in September 2010 and a further 50 in September 2011.

United World College Maastricht (UWC Maastricht) is the thirteenth member of the United World Colleges family. Its foundation is the result of the enthusiasm and commitment of UWC National Committees in the Netherlands, Belgium, Luxembourg and Germany. Many of these Committee members are former UWC students from various countries. Together with many other supporters they are responsible for this exciting new project in the heart of Europe.

For admissions/first contact:
admissions@uwcmaastricht.nl
info@uwcmaastricht.nl





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Email: abnamro.brunssum.raadhuisstraat@nl.abnamro.com





Shopping & Bank Info

B&S Central Store - Tax Free Retail at the Base

Whether you shop for price, quality, convenience or a specific item, we hope that most of your needs can be met at the B&S Central Store tax free retail shop.

The shop is located within the Hendrik Camp in building 604, which is near the swimming pool. The shop offers a wide range of tobacco, spirits, wine, beer, soft drinks, perfumes, cosmetics, toys, sporting equipment, convenience food, gifts, souvenirs, clothing, footwear, leather goods, watches, electronic equipment, stationary, international newspapers, coffee and tea.

The rationed goods section offers a comprehensive range of tobacco and liquor, which may be purchased by presenting a ration card issued by the National Support Units or a temporary ration card issued by the pass and permits office and a valid HQ JFCBS ID card. Dutch civilian staff members are not permitted to use the shopping centre, due to Dutch tax regulations. Prices are competitive.

Watch for flyers, which are published on the Internet and distributed throughout HQ JFCBS. For more information, see the shop manager in building H-604 or call ext. 4019. Opening Hours are Monday to Friday: 10:00 to 18:00 and Saturdays: 10:00 to 15:00.

Tax Free Shopping “Downtown”

As well as shopping tax-free on base, you can also go “downtown”. This tax scheme allows all HQ JFCBS staff members, except for Dutch nationals, to buy an extensive range of goods from licensed local traders free of value-added tax (BTW).

The scheme covers a wide range of goods, the only government imposed exclusions being:

- Food, drink and tobacco goods. All of these can be bought tax-free at the B&S Central Store- Tax free retail shop.
- Any single item less than 46 Euro, including VAT. This is a limit imposed by the Netherlands government.

- Items designed to be permanently attached to immovable property i.e fixtures and fittings.

Car servicing (car parts are tax-free, if item exceeds 46 Euro). To participate in the scheme, local traders have to possess a license.

The HQ JFCBS Support Group publishes a booklet, which lists all licensed traders under at least 28 different headings. The booklet explains how the scheme works in more detail. Copies can be obtained from the Pass and Permits Office in building H-102. The office is open Monday through Friday for tax-free processing (VAT forms cost 3 Euro each). For more information, call HQ JFCBS ext. 2319.

Tax free Shopping EU Market:

The JFCBS 15-10 tax-free scheme allows entitled personnel to purchase, free of value-added tax (VAT/BTW), an extensive range of goods from traders within the EU community. The goods need to be delivered at the entitled person's host nation address and the entitled person will need to have the good in possession at his address in the Netherlands throughout the 3 years or until the end of their tour at JFCBS. For more information and to download a HQ JFCBS Form 619, please, go to our Community web site:

<http://www.jfcbs.nato.int/jfcbrunssum-community/page149273854.aspx>

Bank info

ABN Amro
Raadhuisstraat 1
6444AA
Brunssum

Contact by phone:

For questions: 0900-00 24
(choose option ,3' for an English-language menu)

For complaints: 0800-02 40 712
(24hrs per a day, 7 days a week)

www.abnamro.nl

Other banks : ING BANK, Rabobank International, SNS bank.



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Germany
Tel.: +49-2452-91110 or via e-mail
see website
www.frauenarzt-heinsberg.de



Basic Dutch Phrases & Website Links

Greetings

Hello	Hallo
Good day	Goedendag
Good evening	Goedenavond
Good night	Goedenacht
Hi	Hi/Daag
Good bye	Tot ziens
See you soon	Tot ziens

General responses

Yes	Ja
No	Nee
I don't know	Ik weet het niet
I think so	Dat denk ik
I don't think so	Ik denk het niet
Of course	Natuurlijk
True	Waar
With pleasure	Met plezier

Question words

Where?	Waar?
When?	Wanneer?
Why?	Waarom?
What?	Wat?
Who?	Wie?
How?	Hoe?
How much/many?	Hoeveel?

Special occasions

Congratulations!	Gefeliciteerd!
Happy Birthday!	Fijne Verjaardag
Happy Christmas!	Prettige kerstdagen!
Happy New Year!	Gelukkig NieuwJaar!
Happy Easter!	Fijne paasdagen!
Good Luck!	Veel geluk
Enjoy the meal!	Smakelijk eten
Have a safe journey!	Goede reis!
Have a good holiday!	Prettige vakantie!
Take Care!	Doe voorzichtig!
Have a nice day!	Een fijne dag verder!

Etiquette

Please	Alstublieft
Thank you (very much)	Dank je/u (zeer)
Excuse me	Neem me niet kwalijk
I'm sorry, but...	Het spijt me, maar...
That's a shame	Dat is jammer
May I... ?	Mag ik... ?

Numbers

0	Nul
1	Een
2	Twee
3	Drie
4	Vier
5	Vijf
6	Zes
7	Zeven
8	Acht
9	Negen
10	Tien

Days of the week

Monday	maandag
Tuesday	dinsdag
Wednesday	woensdag
Thursday	donderdag
Friday	vrijdag
Saturday	zaterdag
Sunday	zondag
day	dag
morning	ochtend
afternoon	middag
evening	avond
night	nacht
today	vandaag
tomorrow	morgen
tonight	deze nacht
yesterday	gisteren



To learn more about HQ JFCBS, go to: www.jfcbs.nato.int/jfcbBrunssum.aspx

To read the **Northern Star Magazine**, go to: www.jfcbs.nato.int/jfcbBrunssum/Northern-Star.aspx

To find more about HQ JFCBS **community activities**, go to: www.jfcbs.nato.int/jfcbBrunssum-community.aspx

To take your **family** for a trip, go to: www.jfcbs.nato.int/jfcbBrunssum-community/c100.aspx

To download **Newcomers Guide**, go to: www.jfcbs.nato.int/jfcbBrunssum/downloads.aspx

To meet HQ JFCBS **community**, go to: www.facebook.com/jfcbs

Tourist Offices in The Netherlands, Belgium, Germany and France:

The Netherlands Board of Tourism

www.holland.com

Belgian Tourist Office

www.belgiumtheplaceto.be

German National Tourist Board

www.germany.travel

The French Government Tourist Office

www.franceguide.com



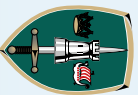
Fall Event

26-27 September



Octoberfest

27-28 September



Octoberfest

October



Beaujolais Nouveau Tasting

November



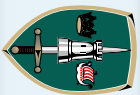
Christmas Event

21-22 November



Christmas Market

December



Charity Night

March



Spring Event

20-21 March

Activity Calendar 2014-2015

10 May

International Children's Festival



23-24 May

Summer Event



28 May

Hangar Party



12 June

E-3A Component Sports Day



5th July

Joint American & Canadian Independence Day



August

International Football Tournament



September

Terry Fox Run



6 September

Family Day



NAEW&C Force E-3A Component Geilenkirchen, Germany



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home of the NATO Airborne Early Warning Force E-3A Component. You are joining a one-of-a-kind organization comprised of personnel from 15 NATO nations. Working together, our unique team of military and civilian personnel employ the E-3A Airborne Warning and Control System (AWACS) aircraft to provide Airborne Command and Control capability to support the larger objectives of the NATO Alliance.

NATO Airbase Geilenkirchen is a unique airbase – funded, operated and supported by the nations of the E-3A Component. An important step towards an enjoyable assignment is familiarizing yourself with the on-base support facilities as well as the local communities surrounding the base. One special feature of our Component is our partnership with NATO Allied Joint Force Command Brunssum – just across the border in The Netherlands. The proximity of our airbase to that NATO Headquarters offers all of us access to the facilities which support NATO personnel in The Netherlands. Combining the E-3A Component's newcomers guide with that of JFCB gives you access to a wealth of information which will help you get started on what I know will be a very enjoyable assignment for you and your family.

Working in our multi-national unit offers you and your family the opportunity to see and experience the culture of other nations. Perhaps you have envisioned trips to Amsterdam, Berlin, Istanbul, Athens, Oslo, Copenhagen, Barcelona, Prague, Rome, Lisbon, Brussels, Warsaw, Budapest, Bucharest, Washington D.C. or Paris. Being posted to the E-3A Component offers you and your family the unique opportunity to make friends with families who



know these places as their home – and would be proud to showcase their country to you. I look forward to seeing you make new friendships within our multi-national community – friendships which I hope will last a lifetime.

Success in our multi-national arena comes from the solid foundation of expectations stated in the five simple terms combined in the NATO Code of Conduct. Professionalism, Integrity, Impartiality, Loyalty and Accountability describe the standards you should set for yourself and, equally important, the standards you should expect in your teammates here in the E-3A Component. I count on this Code of Conduct every day to ensure the personnel in the Component are able to conduct our mission in a safe and reliable manner.

For thirty years the E-3A Component has demonstrated what is possible through multi-national cooperation under the umbrella of the NATO Alliance, providing a ready, reliable and relevant capability to NATO Commanders. You are now a representative of your country on our team. I welcome you and your family to the NATO AWACS team and wish you a very enjoyable tour here at NATO Airbase Geilenkirchen.

Major General Andrew M. Mueller, USAAF
Commander NAEW&CF E-3A Component



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NATEX Duty Free
Category Manager

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meats

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52511 Gellenkirchen
Germany

GPS Coordinates
Lat: 50.999 N / Long: 8.040 E

OPENING HOURS

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Mon - Fri: 08:30 - 17:30
Sat. & Sun: 11:00 - 14:00

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WELCOME TO GEILENKIRCHEN,

a city of 28,000 inhabitants, only a stone's throw away from the Dutch border. Although Geilenkirchen is placed in the most western part of Germany, it is right in the middle: our city is situated in the heart of the transnational and economically dynamic area, called "Euregio Maas-Rhine"; in direct neighbourhood to the Netherlands, and in the middle of the cultural and scenically charming region between the rivers Maas and Rhine. We, the citizens of Geilenkirchen, feel cosmopolitan and at the same time very attached to our city. It is you, members of the NATO E3A-component and your families, who make Geilenkirchen an exceptionally international place, and we are proud about it. We are pleased to welcome you in Geilenkirchen, and I would like to explain what exactly makes our city so attractive and likeable.

Surrounded mainly by rural countryside, the town has a population of over 28,000. Geilenkirchen owes its traditional key position in the daily life of the surrounding region to its convenient location and easy access. The town centre is surrounded by dozens of well-maintained villages that pride themselves on their cleanliness and are home to a particularly easy-going lifestyle. Geilenkirchen offers its inhabitants a high standard of living and above average leisure time activities. Apart from its excellent shopping facilities, Geilenkirchen has the full range of educational institutions and a whole range of social and care institutions - a modern hospital, old people's homes and nursery schools. Making good use of one's leisure time is hardly a problem here, with sport centres and gymnasiums, swimming baths, both indoor and outdoor tennis facilities, indoor riding, gliding and model aeroplane aerodromes and numerous recreational and sports grounds round off the options. If you are interested in sports together with people from Geilenkirchen and find new friends, you might like to join one of the many sport clubs and fitness centres.

Those in search of peace and quiet will find the town in the valley of the River Wurm - nestled between hidden castles and stately homes, old water-powered mills and impressive farm houses - the ideal choice. A particular attraction is the



nearby Teverener Heath, a unique natural reserve which surrounds the air base.

As we are proud to be more international than you might expect from a small town, many of our shop owners, doctors, and other service providers – the public officers in my town hall included – speak English quite well, so that communication with the people in Geilenkirchen will not be a problem. One of our trump cards is the fact that you find a remarkable concentration of specialized doctors, a very good hospital and other facilities of the health economy.

As you see, retailers, landlords, estate agents, doctors, school-directors, and the people at the town hall are prepared to welcome you with a smile and offer their services. But, actually, it is your neighbours and all the inhabitants of Geilenkirchen who welcome you, warmhearted, open-minded, and – you wouldn't expect it, but it's typical for the region - humorous.

I invite you to discover more about Geilenkirchen in English on www.geilenkirchen.de.

Have a good time in Geilenkirchen!

Best regards

Thomas Fiedler

Mayor



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COLOPHON

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Editorial work by the Public Affairs Offices of NATO JFC Brunssum and NAEW&CF E-3A Component.

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NATO Air Base Geilenkirchen

Chapter
1



LOCATION

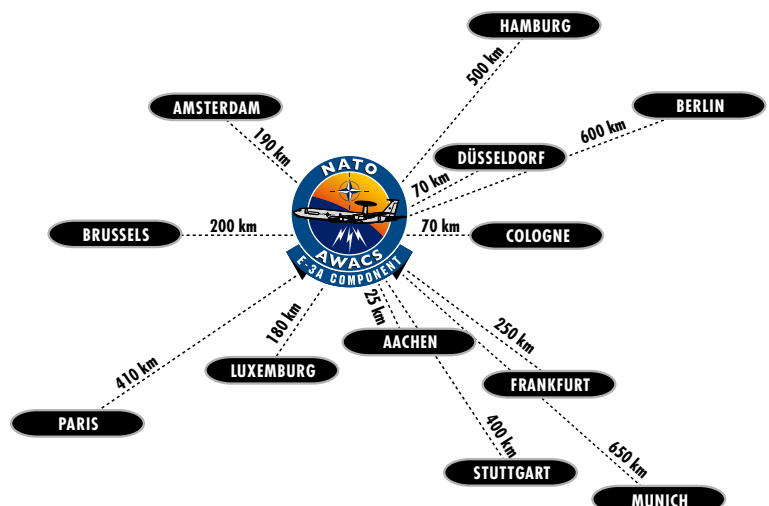


NATO Air Base Geilenkirchen is situated four kilometers west of the city of Geilenkirchen, which has a population of about 28,000 people (Jan. 2013). This is in the most western part of the Federal Republic of Germany, adjacent to the Netherlands border. NATO Air Base Geilenkirchen is home to NATO's E-3A Component and is often referred to as "the Component".

Geilenkirchen is only 25 km north of Aachen and 70 km west of Köln. The town of Brunssum, the Netherlands, lies 8 km west of the base and is the location of Joint Force Command (JFC) Headquarters Brunssum. Maastricht, an ancient Dutch city, lies along the Maas River about

30 kilometers from the Component. Liège, the centre of French-speaking Belgium, lies about 50 km southwest of the Component.

The E-3A Component is located only a 10-minute from the Dutch border, a 30-minute drive from Belgium and another two hours from the French border. Some of the major western European cities are within a couple of hours drive: Brussels, 200 km; Luxembourg, 180 km; Paris, 410 km; Amsterdam, 190 km; Rotterdam, 200 km; and Bonn, 100 km. Also the world-famous wine-growing Rhein and Mosel Valleys are only a two-hour drive from Geilenkirchen.





WEATHER

Geilenkirchen has a cool, maritime climate, influenced by moisture-laden winds from the Atlantic Ocean, sweeping across the lowlands of Belgium and the Netherlands.

Partly cloudy to cloudy skies are common with most cloudiness between October and March. During this period, frequent storms, originating in the North Atlantic, bring gusty westerly winds and periods of wet weather. There are also periods of heavy fog and possible black ice on the roads.

During mid-winter, around January and February, northeasterly winds may prevail bringing temperatures below 0 degrees Celsius from Siberia (Russia) to Western Europe and Geilenkirchen.

Except for winter storms, winds are generally around 10 knots from the southwest to west. Most thunderstorms occur during the summer, averaging five to seven days per month. The greatest amount of annual precipitation is also received during this time.

Precipitation occurs on an average of six to eight days a month throughout the year, with annual totals averaging 769 mm (30.3 in). Most of the precipitation is rain, with snow occurring less than 20 days per year. Despite its northerly location, Geilenkirchen has a relatively mild climate.

ACCESS TO THE COMPONENT

NATO Air Base Geilenkirchen maintains a 100% ID check at all times. All military and civilian Component members and their family members are issued E-3A Component ID cards or entry passes (depending on their status). Holders of a NATO member-nation military ID card can enter the base without a pass from the Visitor Pass Office. However, a temporary parking permit is required. The parking permit has to be displayed visibly in the vehicle while on base. Access can be denied if an individual does not have an ID card. Domestic animals (dogs, cats, etc.) are only allowed on the Component for brief periods of time, provided they are on a leash and under the immediate control of the owner.

DRIVING ON BASE

German traffic rules apply on NATO Air Base Geilenkirchen. The speed limit on base is 35 km/h unless otherwise posted. The traffic rules are the same as those throughout Germany, including yielding to the right at unmarked intersections. Stickers, tags, plates, or other

objects of a political nature in any language are prohibited on the Component.

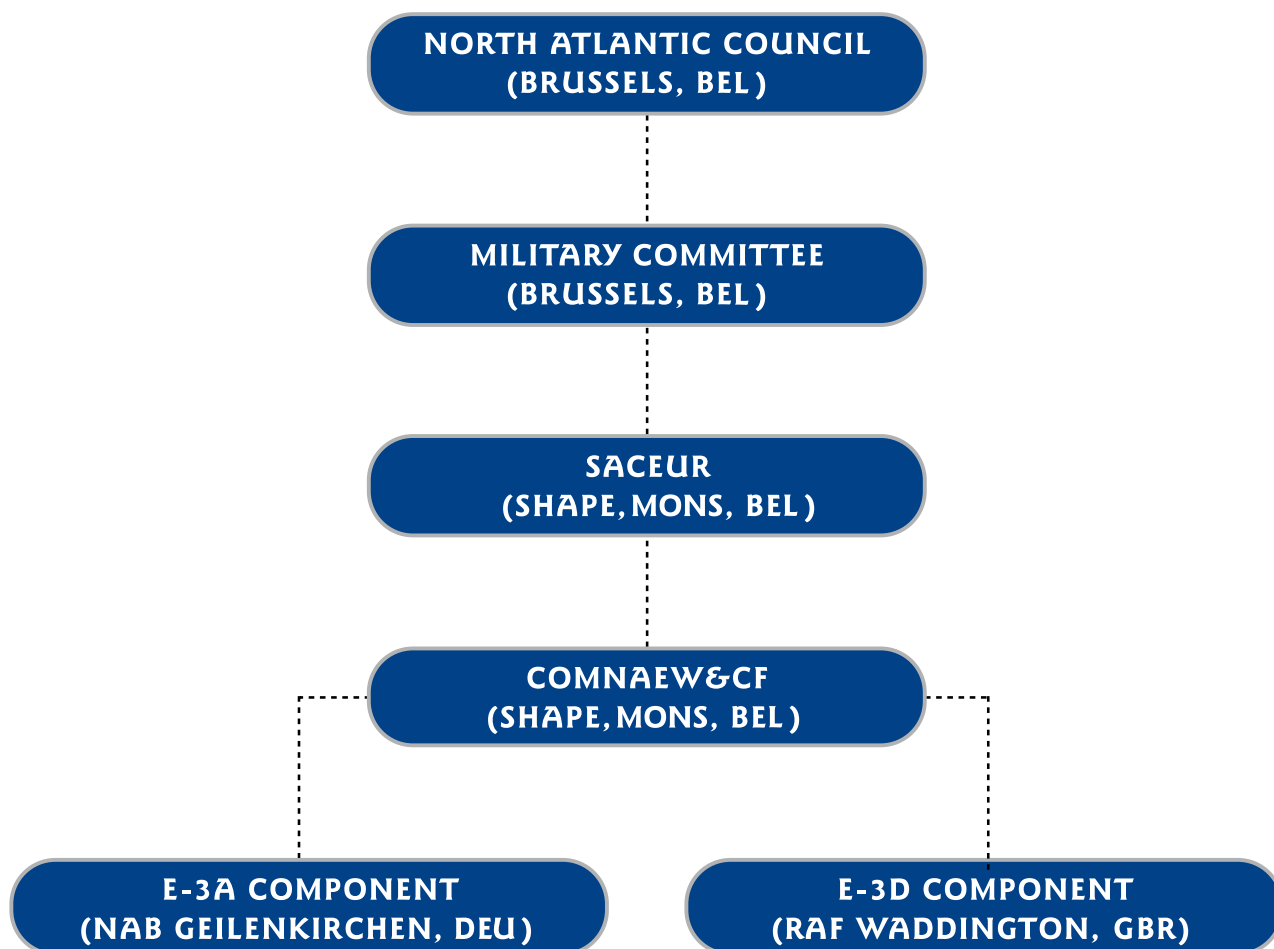
The IMP runs a point system for traffic violations on base. Drivers who accumulate a certain number of points within a prescribed period of time will lose their base driving privileges for 14 days to 12 months. There is also a parking violation system. If drivers accumulate three parking violations or more within a year, base driving privileges may be withdrawn for one to three months.

WORK (PERSONNEL)

The working language at the Component is English, although many languages may be heard. Working/office hours are based on a five-day week from 0800 to 1700, including a 30-minute lunch break, Monday through Thursday. Friday 0800 to 1430. However, some activities operate extended hours, and also in shifts around the clock.

There are additional duties and privileges, such as tax-free purchases, covered under the “Agreement between the Parties of the North Atlantic Treaty regarding the status of their Forces” signed in 1951. These privileges are also covered under the “Protocol on the Status of International Military Headquarters, set up pursuant to the North Atlantic Treaty” from 1952 and the “Supplementing Agreements” of March 1967 and the latest supplement of March 1993.





MISSION AND ORGANISATIONS

During the early 1970s, NATO's major commanders conducted a series of studies to determine the potential contribution an airborne early warning force could make to the Alliance's defensive capability. The studies identified certain deficiencies in NATO's air defence system and confirmed introduction of airborne early warning (AEW) aircraft as a solution.

Various AEW systems were considered before NATO selected the E-3A aircraft. As a result, the Alliance established the NATO AWACS Program Management Organisation (NAPMO) and an executive agency (NAPMA), to plan and organise the acquisition of 18 E-3A aircraft, the necessary infrastructure and other related matters.

The NATO Airborne Early Warning Force Command was created in January 1980 and the headquarters is

co-located with the Supreme Headquarters Allied Powers Europe (SHAPE), Belgium. The NAEW&CF is commanded by an Air Force major general, and the post rotates between the United States and Germany.

The deputy force commander's post is filled by a British commodore. The staff totals approximately 70 personnel.

The NAEW&CF Command was granted full status as a NATO Headquarters by NATO's Defence Planning Committee on 17 October 1980. Flying operations began in February 1982 with the delivery of the first E-3A aircraft. The Component was officially activated on 28 June 1982 and reached "Full Operational Capability" by the end of 1988. The mission is to provide full spectrum air battle management to support effect-based operations worldwide for nominated NATO Commanders.



In 1999, the Force officially changed its name to the NATO Airborne Early Warning and Control Force to better reflect the evolving capabilities and roles of the NATO E-3A fleet. The executive agent for the NAEW&C operations is the Supreme Allied Commander Europe (SACEUR), also one of the Command's primary "customers".

The NAEW&C mixed force consists of two operational elements (Components): the NATO E-3A Component with 17 NATO E-3A aircraft and a second component, No. 8 (Airborne Early Warning) Squadron of the British Royal Air Force (RAF) at RAF Waddington, Lincolnshire, the United Kingdom, with 7 E-3D aircraft.

The E-3D Component became operational on 1 July 1992 and operates exclusively with RAF members.

Sixteen of NATO's 28 member nations are financial partners in the program and 15 provide personnel. While Luxembourg is a financial contributor, it does not provide the command with personnel; however, all E-3A aircraft are registered under the Luxembourg flag.

The NATO E-3A aircraft are flown by integrated multinational crews from 15 nations: Belgium, Czech Republic, Denmark, Germany, Greece, Hungary, Italy, the Netherlands, Norway, Poland, Portugal, Romania, Spain, Turkey and the United States. The E-3A Component's main operating base is NATO Air Base Geilenkirchen, Germany. This is NATO's first multinational operational flying unit.

The French fly their own AEW fleet of 4 E-3Fs from Avord, France.

KEY HISTORICAL DATES REGARDING FLYING OPERATIONS AT GEILENKIRCHEN

1932 - 1937	Germany's Lufthansa landings.
1951	British Royal Air Force begins construction of RAF Station Geilenkirchen
May 1953	Base is officially opened.
Jan 1968	RAF Station Geilenkirchen closes with the ending of flying operations.
Mar 1968	The Air Base is turned over to the German Air Force.
Aug 1968	German Missile Wing Number 2 arrives as the new base occupant.
1978	NATO decides to buy and operate AWACS aircraft.
1980	Construction programme begins to prepare for the NATO AWACS. NATO Airborne Early Warning Force is established.
1981	German Missile Wing 2 moves to Niederheid Selfkant Kaserne.
Feb 1982	The first E-3A arrives at NATO Air Base Geilenkirchen.
May 1985	The last of 18 E-3A aircraft arrives on base.
1988	The first Trainer Cargo Aircraft (TCA) is delivered to the Component.
Dec 1989	The final TCA is received.
Dec 2011	End of TCA era.
Jan 2012	TNT services start.



COMPONENT ORGANISATION

The Component consists of five main functional areas: the Operations Wing, Logistics Wing, Training Wing, Information Technology Wing and Headquarters.

The position of the Component Commander alternates between a German and American brigadier general.

The Deputy Component Commander is a Dutch Colonel's position and the Chief of Staff a German Colonel's position.

The Operations Wing is commanded by an Italian colonel; the Logistics Wing, by an American colonel; the Training Wing, by an Italian colonel; the Information Technology Wing, by a Spanish colonel. The number of Component personnel positions is roughly 1,900. The overall number of personnel on base is about 2,900 consisting of multinational military and civilian personnel, supporting elements and contractors.

Seventeen E-3A aircraft are assigned to the Component. Normally only a portion of the E-3As are at NATO Air Base Geilenkirchen at any given time. The remainder of the aircraft deploy to the Component's Forward Operating Bases in Aktion, Greece; Trapani, Italy; and Konya, Turkey; and its Forward Operating Location at Oerland, Norway or other airfields. Each of the forward facilities is located on a national installation; the Component has about 20 personnel at each site. Although they are NATO personnel assigned to the Component, all of them are from the respective host nations.

Thirty multinational aircrews from 15 of NATO's 28 nations are assigned to the Component's three operational E-3A squadrons. The Training Wing has a flying squadron as well, the Aircrew Training Squadron.

OPERATIONS WING (OW)



The Operations Wing is responsible for the Component's flying mission. The OW accomplishes it employing 17 E-3A AWACS aircraft. The OW team of dedicated professionals are trained to perform a variety of missions, ranging from peacetime missions to wartime operations as part of the NATO Response Force.

The Italian OW Commander acts as the Senior National Representative for the Italian contingent to the Component.

The OW consists of a headquarters staff, three divisions and three flying squadrons. The three E-3A squadrons are led by lieutenant colonels. **Squadron One** is commanded by an American; **Squadron Two** by an Italian; **Squadron Three** by a German.

The OW has participated in many milestone operations. During the final decade of the Cold War, the E-3A played an important role in the defense of NATO, and it was clear that the international crew concept was essential to the Alliance. After the Cold war ended, the OW continued to make history with their participation in the

Yugoslavia crisis. In 1993, Operations Sharp Guard and Deny Flight proved that the Component was an important contributor to NATO operations.

As the new century began, NATO AWACS was there again for Operation Eagle Assist following the terrorist attacks in the U.S. on 11 September 2001. At the end of 2009, NATO AWACS began to assist in NATO's Operation Active Endeavour, a continuous operation monitoring the Mediterranean Sea for terrorism and piracy.

At the start of 2011 NATO AWACS began Operation Afghan Assist, flying missions over Afghanistan in support of ISAF operations.

Shortly afterwards, Operation Unified Protector was launched to enforce the no-fly-zone and arms embargo imposed on Libya, and to protect Libyan civilians.

The Component also provides security support to important events like NATO Summits, heads of state visits throughout Europe, and more. Through it all, the Operations Wing has been ready to serve. It will undoubtedly continue to carry NATO's torch in the future. *Quaerimus! Vigilance! Coniuncti in Opere!*

LOGISTICS WING (LW)



More than just an organization symbolic of the unified determination of NATO member states, the E-3A Component is an operational unit, which provides a genuine and measurable service in support of Western security and freedom. **The Logistics Wing** serves as the pillar of this collective effort. The unit's mission is to provide unparalleled supply and maintenance support to the Component and supporting organisations to ensure the rapid mobilisation of NATO AWACS. The bottom line is the Logistic Wing keeps the E-3As flying.

The LW commander is a U.S. Air Force colonel, also serves as the Senior National Representative for the United States at the Component.

LW is comprised of the following divisions: Logistics Management, Maintenance Control, Maintenance Quality Assurance, Training Management and the PILS Programme. The unit also has the Aircraft Maintenance, Electronics Maintenance and Supply Squadrons.

The LW's **Aircraft Maintenance Squadron** serves as the heart of the maintenance complex. Squadron personnel work two to three shifts in all types of weather.

The **Electronics Maintenance Squadron** provides two shift operations to maintain the aircraft flight avionics, mission systems, complex radar and communications systems on the E-3A aircraft.

The **Supply Squadron** provides the spares, equipment, repair parts, consumable items, aircraft fuel and Cargo Movement Capability to satisfy the Component's operational tasks and base support requirements.

Modernization keeps the aircraft up-to-date. And it also requires logistics personnel to be trained to do their jobs with the new technology.

No matter what there professional background is, every potential NATO E-3A crew member is initially trained by the TW's **Aircraft Training Squadron** to complete Basic Qualification Training (BQT) in his or her crew position.

The TW's Training Development Division administers the development, review and update of all training courses related to the NATO E-3A flight and mission crew BQT, Staff Aircrew Training, Upgrade Training and Instructor Training.

The **Simulator Operations Division** maintains, operates and schedules the Flight Simulator, Mission Simulators, Radar Simulator and Cockpit Procedures Trainer, in order to assist the TW and OW in Basic, Combat Ready and Continuation Training. Simulation is a significant tool for the accomplishment of the TW mission and serves as a fundamental foundation for readying Component aircrews to carry out normal procedures and apply corrective actions to any emergency scenario, which otherwise could not be trained in flight.

TRAINING WING (TW)



The **Training Wing** serves as the central point of training for all Component aircrew personnel. The unit is comprised of an Administrative Support Group, two divisions and one squadron. An Italian Air Force Colonel commands the wing. The TW leader also serves as the Senior National Representative of Italy to the Component.

INFORMATION TECHNOLOGY WING (IW)



Established in October 2003, the **Information Technology Wing's** mission is to design, develop, implement and maintain all data systems for the Component including the forward operating bases/forward operating location, both on and off the aircraft and to provide software-related mission support for NATO operations.

Commanded by a Spanish Air Force colonel, the IW consists of four staff offices Resource, Service, INFOSEC Ops Planning and Administrative Support and the Mission Systems Engineering Division and the Communications and Information Systems Squadron. The IW commander also holds the position of Senior National Representative for Spain to the Component.

The **Operational Programming Division** is responsible for the efficient and effective maintenance (both in-house and contracted) and user assistance of operational software including E-3A airborne operational central mission system software and databases, related software for equipment sustainability, related ground support software, etc.

The IW's **Operational Sensor Software Division** manages the development and maintenance of the Surveillance Radar software and Electronic Support Measures (passive detection) software on the E-3A aircraft, as well as associated test and diagnostic equipment.

The **User Domain CIS Division** provides direct mission and contingency support on-board and post-mission data, mission planning and data analysis, as well as supporting software maintenance facilities, local area network and the Internet.

The **Management and Facility Support Division** performs software development and maintenance for user-specific (MIS) software, offering general information services to Component users and integrating and customising Commercial Off-The-Shelf (COTS) software packages.

Last, but not least, the IW's **Network Domain and IT Security Division** administers the operation and maintenance of E-3A ground communication and all Information Security (INFOSEC) concerns related with Communications Security (COMSEC), security of information (document/media security) and Computer Security (COMPUSEC).

In addition, the IW team maintains professional contacts with software Contractors, the research and development community, the NAEW&CF Command on system development and other national E-3 fleets and NATO ground environment software maintenance organizations.

HEADQUARTERS



COMMAND GROUP

The **Command Group** consists of the Commander and Deputy Commander and the Chief of Staff whom receive support from their executive and administrative offices.

The various Headquarters Divisions and Offices assist and support the Component's operational mission.

OFFICE OF TRANSFORMATION

The **Office of Transformation** (DCOMT) is the primary Component office for process improvement, supported by a network of representatives in the Wings and HQ Divisions.

The office uses Lean methodology which is a process of continuous improvement and a standardized method for identifying and reducing waste in processes. Lean is based on three principles:

- see things from a customer's perspective
- small empowered teams from the workforce
- a continuous strive for improvement

DCOMT provides Lean Awareness Training, Lean

Facilitator Training, Project Management Training and Facilitator support for Value Stream Analysis (VSA) events (analyze current process, identify root causes for problems, identify possible process improvements, develop action plan).

BASE SUPPORT DIVISION

The **Base Support Division** provides a wide range and variety of services to all organizational elements and personnel. The Division comprises an Administrative Services Section, the Language Services Office, as well as the Medical, Security, Services and Motorpool Branches.

To meet the needs of its multinational team, the Component requires standardized administrative processes. The **Administrative Services Section** controls and monitors these specific functions. Services provided include management of records, documents, publications, forms and mail services. The Section also manages the Component's reproduction facilities and a professional photographic, graphics and video studio.

The **Security Branch** provides 24/7 base entry, flight line, restricted area and base perimeter security control accomplished by a Civil Guard force. The members of the Component's International Military Police perform law enforcement, investigations and Customs duties. Physical, Industrial and ADP Security specialists oversee all pass control and ID matters, security clearances, train and educate Divisional Security Officers (DSO) and perform Physical Security inspections of all restricted areas. The Force Protection Training Section trains all military and civilian deployable Component members in the procedures and skills required to survive and continue to

operate in a peacetime to war environment; this involves Individual Deployment Training (IDT) and Individual Common Core Skills (ICCS) training.

It is self-evident that the Component's international environment requires translation of information from various languages. The **Language Services Office** therefore provides centralized linguistic support, particularly translation from and into the official NATO languages (English and French), as well as from and into the Host Nation language (German), and also from Dutch to English. Linguistic editing services are also provided.

The **Medical Branch** provides a crash crew medical response capability during MOB airfield hours of operation. It also provides emergency medical and dental care for all on-base personnel, conducts flight physical examinations and performs immunizations required for Component personnel. The Occupational Health Officer conducts physical examinations of the Component's military and civilian personnel, as required by Host Nation laws and regulations relating to occupational health, industrial safety and environmental protection. The Branch also runs a first aid training programme in English and German for all Component members.

The pace of activities at the Component can sometimes be very hectic. To offset this, the **Services Branch** provides high-quality on-base leisure facilities. An extensive Morale and Welfare Activities (MWA) programme is in place at the MOB, ranging from sport activities, an International Library, a Thrift Shop and a youth programme, as well as facilities for deployed personnel at the Forward Operating Bases/

Location. Additionally, the Branch is responsible for the entire food service operation, including a centralized dining facility (Rotodome), an all-ranks club (E-3A Club) and a Flight Kitchen supporting flight and mission crews. Services Branch also provides a billeting and housing referral service.

Finally, the **Motorpool Branch** administers the Component's extensive vehicle fleet and provides ground transport for personnel and equipment. It is also responsible for issuing and monitoring E-3A Component Driving Permits. A Special Vehicles Cell supports flight line operations at the MOB by performing activities such as snow/ice removal and runway sweeping. The Branch is also responsible for vehicle maintenance and the support of all Component vehicles.

A1 PERSONNEL DIVISION

The Personnel Division acts as the link between nations and all Component elements regarding the overall international management of authorized military and civilian personnel resources at the MOB, the FOBs and the FOL. This includes functions such as "hire & fire" decisions, re/assignments, tour-extensions, disciplinary actions, and more. This Division is primarily responsible for all organizational and manpower issues concerning the approved Peacetime Establishment (PE). The PE is the overall table of authorized posts documenting nationality, grade, post number, organisational break down and the related statements of functions. These issues include changes to single posts, organizational elements, job descriptions and more. The PE is the most important personnel document for the Component.

A3 OPS DEPLOYMENT PLANNING DIVISION

The OPS Deployment Planning Division (A3) covers various programs. During crisis situations, it is responsible to the commander for the management of the Battle Staff. It coordinates Component involvement in NATO programs like Partnership for Peace and Mediterranean Dialogue. The office conducts site surveys before operations and exercises. In addition to these support activities, A3 manages planning for contingency operations including High Visibility Events. The office also manages operational and logistics plans.

A4 INFRASTRUCTURE DIVISION

People frequently visiting the Component find that construction projects are continuously in progress to ensure that the organisation's infrastructure meets the standards and requirements stipulated in various Host Nation laws and regulations. The Infrastructure Division initiates, monitors and controls construction work at the MOB in Geilenkirchen and at the Component's three forward operating bases and at the one forward operating location. It is also responsible for the operability of facilities and installations. The Infrastructure Division also acts as the Component's focal point for cooperation with the German Garrison Administration and with host nation construction agencies.

A5 REQUIREMENTS DIVISION

The Requirements Division is responsible for the management and oversight of Component requirements, the execution of the Management Board process, and the Component's program/project management of weapon system acquisitions and the modernization programs.

A7 EXERCISES AND TRAINING DIVISION

The A7 - Exercise & Training Division, is responsible to the E-3A Component Commander through the Chief of Staff for coordinating and managing Component-wide preparations, exercises, and associated activities to ensure successful Component execution during Consolidated Inspections (CI), FOB's/FOL Technical Support Visits (TSV) and Tactical/Capability Evaluations (FORCEVAL). A7 also manages the Lessons Learned and Main Issues Management Programs.

This Division is also the point of contact for the FOB/FOL Commanders. It coordinates and organizes the annual FOB/FOL Commanders Conference and is the Main Issues Management Program (MIMP) Coordinator.

A8 BUDGET & FINANCE DIVISION

The Financial Controller is the principal advisor to the E-3A Component Commander and ultimately responsible for the control of all funds on the base and at the FOB's/FOL. In one way or another, you will utilize the services of A8 via the following branches.

The **Budget and Disbursing Branch** prepares and administers the annual "17 Nation funded" budget, disburses all international funds and prepares a financial planning document -all of which must be presented to, defended and approved by the Nations.

The **Accounting and Finance Branch** accounts for these international funds, manages all incoming and outgoing monies and provides fiscal analysis and reports

to management. The staff also provides credit cards and cash to deploying commanders. Additionally as part of the branch, the Travel Office administers all NATO travel, including researching the most suitable and efficient transportation and processing of Travel Orders and Travel Claims.

The **Procurement and Contracting Branch** is responsible for the centralized procurement of all equipment and contract services required by Component organizations. These staff members are the only authorized representatives to execute procurement activities.

The **Internal Review and Analysis Branch** ensures that E-3A Component financial business meets the requirements of the International Board of Auditors for NATO by performing an annual program of scheduled and unscheduled reviews within the Component.

PUBLIC AFFAIRS OFFICE

Public Affairs Office (PAO) primary mission is to support communication, on and off base. As NATO's only integrated multi-national flying unit, the E-3A Component often generates media interest. Especially when the NATO E-3A supports operations and exercises, the media attention increases. The Component is routinely featured in print and broadcast media worldwide.

PAO maintains the start page of the base's intranet portal and provides internal and external media coverage. The monthly base newspaper "NATO Skywatch" is designed to provide a broad look at events and activities on base, ranging from operational to family and social events.

To support the external audience, PAO maintains the Component's public website: www.e3a.nato.int, which is available in English, German and Dutch as well as Twitter and Facebook. The Community Relations program seeks to develop strengthened ties between our neighbors and the base. Each year PAO hosts about 4,000 visitors. The office offers a variety of products to support public education including pamphlets, fact sheets, posters and more.

The PA Office is located in Building 222, room 9, 11 and 12 or can be contacted at 02451-63-2486.

Email: pao@e3a.nato.int

LEGAL ADVISOR'S OFFICE

The Legal Advisor's Office (LAO), is primarily responsible to provide legal advice to the E-3A Component Commander on a wide range of issues. LAO also works with SHAPE legal officials on issues that rise beyond the local level.

An important function for the LAO is conducting negotiations with civilian and military agencies on issues affecting the E-3A Component. The office also issues recommendations to Component leadership and staff ensuring thorough coordination and legal adequacy for all E-3A Component activities. Unlike the legal office on most national bases, the E-3A Component Legal Office cannot provide many services to individual Component members. However, there are some exceptions. For example, LAO supports Component members with claims for damages caused by NATO. Also, time permitting, LAO can offer guidance on issues pertaining to relocation to Germany for non-local Component members.

SAFETY DIVISION

“Safety is a mindset, not luck,” captures the essence of the accident prevention program administered by the Component Safety Division. The Safety Division has overall responsibility for the management of the Flight Safety, Ground Safety and Environmental Protection programs on base. However, the Safety Division, with a staff of only nine, requires the help of every Component member to run an effective program.

How can you adopt a safety mindset?

- First, by sharing the safety knowledge that you have gained through both personal experience and the training provided by your military service or civilian background.
- Second, by learning and applying the safety concepts, directives, and policies of the E-3A Component. With 16 nations represented in the Component, differences in culture and safety concepts are to be expected. The Safety Division has worked to gather the various national safety directives and legislation into one set of recognized standards to be followed by all Component members. Training in different aspects of this can be expected when you arrive.
- Finally, you can gain the “safety mindset” by realizing that each person on the Component is expected to be a safety officer, and also by applying the principles of Risk Management in day-to-day work.

Hazards are present in everything we do, so we must work to prevent accidents, protect our personnel, preserve our equipment, and accomplish our mission.

We should also work to continually improve our attitude toward safety. Often when we hear the word safety, we focus on accidents, a set of rules or regulations, or merely first aid. However, the Component’s safety program is better understood as a comprehensive “Loss Control Program”, which focuses on bringing together elements such as safety leadership from all divisions, training, inspections, accident investigations and communication to identify all potential loss exposures. The key is identification and action prior to injury or accident. Safety requires teamwork, and we are all team players.

STANDARDISATION & EVALUATION DIVISION (CSE)

The Standard and Evaluation Division (CSE) is responsible to the Commander to develop and implement the aircrew standardization and evaluation programme to ensure the highest possible standard of aircrew proficiency. This includes conducting scheduled flight and simulator evaluations, no-notice evaluations and written testing. Implementing the Trend Analysis programme to identify adverse performance trends and direct corrective action is CSE responsibility. CSE conducts Operational Support Programme assessments to validate aircrew training and represents the NAEW programme at technical reviews.

CSE authors, reviews and coordinates operational directives on a recurring basis. They also provide subject matter expertise and guidance on platform related documentations, modifications, safety, operational efficiency and unit readiness.

CSE assists Force Command with developments of documents and furthermore advises and consults FC on all flight relevant Technical Order issues for the E-3A and TCA, controls and monitors Functional Check Flight Acceptance flights. It is the advisor to the Commander for all authorization issues regarding testing and flights with non-standard configurations.

USEFUL PHONE NUMBERS

The Component has both military and commercial telephone lines. The commercial number for the Component switchboard is 63-0, and base extensions are 63-followed by the on-base extension.

The area code for Geilenkirchen is 02451. From outside Germany, dial the country code for Germany (normally +49) and drop the initial "0" from the area code.

For example, a call to the Italian NSU from outside Germany would be: +49-2451-63-2170.

NATIONAL SUPPORT UNITS	ext.
Belgian National Support Unit	2471
Danish National Support Unit	2124
German National Support Unit	2130
Greek National Support Unit	2164
Hungarian National Support Unit	2177
Italian National Support Unit	2170
Netherlands National Support Unit	2180
Norwegian National Support Unit	2186
Polish National Support Unit	2178
Portuguese National Support Unit	2194
Romanian National Support Unit	Vacant
Spanish National Support Unit	2190
Turkish National Support Unit	2196
United States National Support Unit	2210

ON BASE FACILITIES	ext.
Billeting Office (BOQ)	4961 / 4962
Chaplain	2229
Civilian Personnel Office	2324 / 2327
Command Post	5555
International Housing Referral Office	4961
IMP Desk Sergeant (Routine)	4819
Legal Advisor (NATO)	2470 / 2472
Military Personnel Office	2300
E-3A Club	4990
Public Affairs Office	2486
Rotodome Dining Hall	4935

EMERGENCY NUMBERS	ext.
On Base:	
Police	2222
Fire Brigade	3333
Medical Emergency	4444
Off Base (Civilian services):	
Police / Fire / Medical	112

NATO GRADING SYSTEM

Ranks for military members are all very different.

It can be confusing, so there is a standardisation agreement between the NATO nations which clearly defines the relationship between the different national ranks.

The Component has charts on display with an overview of the NATO structure of ranks. NATO posts are identified as OE, or officer positions, and as OR, other ranks or enlisted positions. NATO civilians also have a ranking system that fits into the overall structure. For comparison see chart below.

NATO Civilian	NATO Military
B-1	OR 1 - OR 2
B-2	OR 3 - OR 4
B-3	OR 5 - OR 6
B-4	OR 7
B-5/6	OR 8 - OR 9
A-1	OF 1
A-2	OF 2
A-3	OF 3
A-4	OF 4
A-5	OF 5
A-6/7	OF 6

This comparison, however, is merely a guideline used by SHAPE; it is not official. Within NATO both civilian and military ranks are equivalent. Supervisors may be civilian or military depending on the job descriptions.

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Congratulations, you are going to stay in one of the most wonderful and international regions of Europe. To make your first steps here as easy as possible, we would like to assist you as we do this for more than 20 years. Hundreds of newly arrived personnel have appreciated the personalized attention we give to every resident in our owner managed hotel. That's because we love to host guests from all over the world!

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In our Bistro Café Fleur you will always meet someone to share experiences and to learn more about our region. Our friendly staff speaks English fluently and will be happy to help you with any questions you may have regarding your future life in our neighbourhood. Among the amenities we offer free WI-FI throughout the whole building helps you to stay in contact with your friends and family all over the world.

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National Matters

Chapter
2

IN-PROCESSING

When arriving at the Component, there are certain procedures to follow.

- All military personnel will first report to their national authorities for national in-processing and the first steps of international in-processing.
- NATO Civilians and Local Wage Rate personnel are required to report to the Civilian Personnel Office, building 72.
- Contractor personnel will report to their respective contractor agencies or representatives on base.

It is beyond the scope of this guide to cover questions of a strictly national nature, but there are issues of national scope that need to be achieved before arriving at the Component (e.g. security clearances.)

IDENTIFICATION

There are requirements for passport and national identity papers, and these must usually be acquired before leaving home nation. It is recommended that all newcomers and their families have a tourist passport if they intend to travel outside of Germany during the tour.

All newcomers, however, need a valid passport or national identity card, including members of the Component as well as their family members. If family members are too young to have their own passport, they should be registered in the passport of one of their parents. Military family members also need to have a “Status Certificate” indicating their NATO-status in their passports.

Transportation arrangements for household and personal effects should be made before leaving home country.

Some of the Component’s participating nations have sponsorship programmes in which the National Support Unit nominates a sponsor for their military personnel to assist during the settling-in period. It is extremely valuable to contact that person before arrival for information and help. For NATO-civilians, sponsorship will be arranged by the Civilian Personnel Office. The Civilian Personnel Office informs the Component unit or organisation concerned as soon as the exact date of arrival is known. The unit then nominates a sponsor and informs A1 accordingly.

All newcomers are encouraged to contact their respective National Support Units or sponsor before departing from their present post to make any necessary arrangements (e.g., transportation requirements, who to contact when arriving after duty hours or on a holiday, accommodation requirements, etc.).

Personnel assigned to the E-3A Component and their family members are subject to the “Agreement between the Parties of the North Atlantic Treaty regarding the status of their forces”, dated 19 June 1951 and other international agreements. The status of the various nationalities may be different. The National Support Units and the Component legal advisor have information and guidance.

MAIL - OFFICIAL AND PERSONAL

One of the first things anyone stationed at the E-3A Component should know is how to get mail. Because there are several different national military systems in use, this may become confusing. Below is a general guideline which can be used. If in doubt, do not hesitate to contact the Central Registry at base extension 4515 or via commercial telephone number +49 (0)2451 63 4515. The Central Registry Services is located in Building 5, Room 4.



The E-3A Component's mailing address

for official use only is:

NAEW&CF E-3A Component / (insert office symbol)

Postbox 4xxx

D-52511 Geilenkirchen, Germany

At the E-3A Component no personal mail will be delivered to offices. National support units may provide additional information on how to get personal mail. Office symbols and Post Box numbers of the various National Support Units are listed below.

Unit	Office symbol	Postbox
Belgian National Support Unit	NSBE	633001
Danish National Support Unit	NSDA	633002
German National Support Unit	NSGE	722600
Greek National Support Unit	NSGR	633003
Italian National Support Unit	NSIT	626000
Netherlands National Support Unit	NSNL	633004
Norwegian National Support Unit	NSNO	633005
Portuguese National Support Unit	NSPO	633006
Spanish National Support Unit	NSSP	633008
Turkish National Support Unit	NSTU	633007
US National Support Unit	NSUS	624000
Civilian Personnel Office	PECP	411001

LEAVE/VACATION

One of the major concerns of people moving to a foreign country is the opportunity to take leave and holidays to tour their new area. Although it is a NATO organisation, leave policy for the E-3A Component follows individual national entitlements. In the relevant E-3A Component Directives, the policies regarding leave/vacation are spelled out.



HOLIDAYS

The Component observes German national and legal holidays since it is located in Germany; this applies to all Component members. Holidays for each of the forward operating sites follow the holiday schedule of the nation in which they are located. A master listing is published for each year, stating the holidays in each of the countries.

GERMAN HOLIDAYS AND CELEBRATIONS

New Year's Day

January 1st celebrates the beginning of the new year.

“Heilige Drei Könige”

This celebrates the feast of the three kings or Epiphany on January 6th. This feast commemorates the arrival of the three kings in Bethlehem. In rural areas in Germany with a large number of Catholics, children, made up as the three kings go from house to house, carrying the star-shaped lantern on a stick; they are known as “star singers”. They sing their traditional song and usually receive donations for various charities. They may mark the letters B-C-M in chalk near your door for the names of the three kings.

Carnival and “Fasching”

“The Crazy Time” officially opens 11 minutes after 1100 on the 11th day of the 11th month of the proceeding year, but it reaches a fever pitch in the week leading up to lent. This is truly one of Germany’s and Holland’s most celebrated times of the year, dating back to pre-Christian times. There is a theme of costume balls, parades, lots of drinking, singing, and simply “letting loose” of the German and Dutch people.

Be sure to wear old ties to work since a tradition is to snip all ties in half.

Good Friday, Easter and Easter Monday

Europe celebrates the Christian holidays of Good Friday, Easter and Easter Monday to commemorate the crucifixion and resurrection of Jesus Christ.



May Poles

In Germany, on the eve of the first of May, admiring unwed gentlemen place a birch tree decorated with colourful ribbons on the roof of their girlfriend's homes. Some roof tops may have multiple trees because more than one young lady lives in the house - or perhaps there is more than one admirer. The trees come in all sizes and shapes and are always affixed to the roof after dark so the girlfriend is "surprised" in the morning.

Labour Day

In Europe, May Day, May 1st, celebrates a workers' day.

Ascension Day

This day is celebrated 40 days after Easter as the day Christ ascended into heaven.

Whit Sunday and Monday

Also known as Pentecost, this festival commemorates the descent of the Holy Spirit on the Apostles.

Corpus Christi

This "Body of Christ" festival of the Catholic Church honours the presence of Christ in the sacrament of the Eucharist. Outdoor processions are usually held on this day, blessing the fields for a bountiful harvest.

Oktoberfest

Originally, this celebration was for the end of the harvest. Many towns, including Geilenkirchen, have Oktoberfest celebrations complete with beer, German folk bands, bratwurst, and fun.

German Unity Day

On October 3rd, Germans celebrate the re-unification of East and West Germany in 1990.

All Saint's Day

November 1st is All Saint's Day, the feast of all known and unknown saints. The lovely evergreen arrangements sold in the fall and early winter are placed on the graves.

St. Martin's Day

November 11th is the feast day of St. Martin. In Germany, you'll see children carrying bright paper lanterns through the streets as they sing songs about the sun, moon and stars and some towns have big lantern parades. Children then receive candy or goodies after the parade.

St. Nicholas Day

In The Netherlands, "Sinterklaasavond" and in Germany, "Nikolaus Tag" is celebrated on 5 and 6 December respectively. This day commemorated Bishop Nicholas of

Myra who lived in the Fourth century. According to legend, he gave enormous endowments to three daughters of impoverished noblemen. Children leave their shoes out of the night of December 5th, hoping to receive gifts and sweets in them. In some villages, St. Nicholas comes to the home of children to bring small gifts or sweets.

Christmas Markets

In the weeks before Christmas, Christmas Markets are held in many German and Dutch towns and cities. A wide variety of hand-crafted and factory-made products are available at these markets. The Christmas Markets in Nürnberg, Aachen, and Köln are particularly well known. "Glühwein", a hot, spiced wine, is a popular drink during this time of year.

Christmas

Christmas is a time for family. Family members usually put up their Christmas tree on Christmas Eve and then the "Christ Child" brings gifts.

Boxing Day

December 26th is the day, traditionally, that gentry would give presents to servants and tradespeople. This day is also the Feast of St. Stephen, the first Christian martyr.



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appointment.



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Brugstraat 155
T 046-45 29 955

ROERMOND
Kapellerlaan 90
T 0475-55 07 00

WEERT
Nassaulaan 3A
T 0495-54 53 45

EINDHOVEN
Stratumsedijk 18
T 040-21 13 600

HELMOND
Stationsplein 75
T 0492-52 77 7



Housing

FINDING A HOME

Since there is no on base housing at Geilenkirchen, Component members and families live in surrounding communities.

There are several factors to consider in making a housing decision. Houses may be up to 25 kilometres from the base (up to 15 miles). Rental prices are about five Euros per square meter for all recently constructed housing. A sum equivalent to one or two month's rent as deposit may be required when signing the contract. This money is refunded after subtraction of the cost of any necessary repairs.

BILLETING SECTION

The Component Billeting Section will assist all newcomers in locating and renting adequate housing. For some people, it may be advisable to leave the family at their present home until quarters have been found. The normal time to find housing and move in is normally between 30 and 60 days; some of the nations have leased homes and apartments. Check with national support units for details.

Do not expect to get large individual houses with a large garden around it. Most of the newly-constructed houses are row/town houses (attached houses) with a living space of approximately 100 square meters (often spread over two stories) but normally with a full basement. When using a real estate broker to rent a house, the fee is normally up to two times of the monthly rent. This is negotiable, but only before the agent finds a house.

German houses and apartments normally do not have closets, light fixtures or kitchen facilities; sometimes they do not even have a kitchen sink. Generally, they are rented "completely empty". Furthermore, an accommodation may only be used in accordance with its designed purpose; a warehouse cannot be used as living quarters.

When moving out, the living quarters must be left in the same condition as at the beginning. For example, if the interior was completely repainted before arrival, painting must be done before leaving, usually at your own expense. Unless your contract states differently, or a special agreement exists, the normal term of notice of termination in Germany is three months.

RENT

Normally rent is divided into two parts: “Kaltmiete” or “Warmmiete”, simply meaning “Cold” or “Warm” rent. These expressions pertain to the two parts: “Kalt” means just the basic rent for a house or apartment. “Warm” means the amount of money really paid which includes the basic rent and other charges for utilities. These charges may include cold and warm water supply, heat, waste disposal, used water disposal, street cleaning charges, etc. These are paid for by monthly installments and are summed-up once a year.

The landlord is required by law to prove by a specified bill the exact amount of charges incurred and how they are divided between all the users.

UTILITIES

Electricity is 220 volt/50 cycles in Germany and the Netherlands, using fittings of a common European style. Electricity is moving towards 240 volts in increments throughout most of Europe to reach a common voltage. Electrical equipment is now being made for 240 volts but can still be used at the lower levels. To obtain electricity, the local company must be approached personally. Payment for electricity, in the local area, is in bi-monthly installments, determined by the last year's amount while the exact reading is performed once a year. This is called reconciliation. When moving in, Component members can expect to pay what the previous tenants paid until reconciliation. Thereafter, the amount charged is balanced and possibly changed for the next year. If the bill is overpaid for the previous year, a refund is issued. If the bill isn't paid in full, the amount is charged.

HEATING

Most houses and apartment buildings use natural gas or fuel oil for heat. If renting a single house, Component members will have to take the necessary steps to be supplied with gas from a local company or with oil from one of the local suppliers. Oil companies have varied prices for oil so shopping around for the best price is wise. The price may also be different according to the amount ordered and is generally cheaper in the summer.

WATER AND SEWAGE

The cost of water is based on the amount of water used and its removal. Normally the landlord is charged for the used water removal and he or she, in turn, will charge the tenant(s).

GARBAGE

Garbage is generally picked up once a week - the landlord should provide all necessary information about the dates and the containers to be used. Communities throughout Germany have different schedules so check with neighbours or landlords. All communities in the local area of Germany have strict procedures for the separation of garbage.

There are several ways that garbage is separated, depending on the local communities. Bottles and tin cans and paper/cardboard boxes can be taken to special containers situated throughout the community or collected at home. “Grünschnitt,” or green garbage, such as grass or branches is handled differently in the communities. The last regular category of garbage is unofficially known

as yellow bag. It comes in the form of either a yellow garbage container (could also be a normal container with yellow cover only) or as yellow plastic bags. Either one is for collecting all plastic/Styrofoam materials, dual fabric containers/packing material, like the containers for milk and beverages, aluminium foils, etc. In general terms, everything bearing the markings “der grüne punkt” should be put in those containers (with one exception, and that’s paper.) Everything should be cleaned before disposal



TELEPHONE

“Telecom” is the German Telephone Service. The “Bundespost” - the German Post Office - registers Component members for telephone service. The Bundespost has telephones for rent or sale. Telephone bills can be itemised or one amount. Make a request for an itemised bill when registering for telephone service if wanted. A person from Telecom will activate the phone service by visiting the house. Bills can be automatically withdrawn from a German bank account or paid at the Bundespost.

UTILITIES IN THE NETHERLANDS

Depending on the municipality in the Netherlands, Component members deal with Gas, electric, internet connection, cable TV companies and water companies. When moving into a house, a part of the assignment inspection is to take the meter readings of the utility meters. The readings will be passed to the applicable utility company. The amount of utilities is estimated based on the consumption of the previous occupant.

GARBAGE

The fees for garbage collection are not normally included in the rent. There is a schedule of garbage collection dates. Contact the town hall or “gemeentehuis” with any questions. The municipality you live in will have provided your house with two garbage bins.

Glass, paper and plastic are not emptied into the garbage bin. Every town in the Netherlands and in Germany provides glass containers, which can be found in central locations, such as near a supermarket or market square. The glass containers are green, brown, and white, each for their respective colour of glass. In very small villages, there might only be one colour glass container for all colours.

Paper and plastic are collected at least once a month. Some municipalities do not collect paper but have a central point that collects it.

Many supermarkets have boxes to dispose of old batteries. For other hazardous waste, such as kitchen and bathroom cleaning bottles, antifreeze/coolant bottles, or paint and paint thinner please use the hazardous waste box.

To keep waste and pollution to a minimum, many garbage issues will be recycled. Here's a short overview of the commonly used garbage collectors in Germany and The Netherlands. Please note that communities have different systems.

Germany



'Yellow bag' for plastic/styrofoam and aluminium foils. Container for brown, white and green glass, container for paper/cardboard

The Netherlands



Container for brown, white and green glass. 'GFT/Groenbak' with two compartments; one for organic waste and one for 'normal' waste.

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Privately owned MOTOR vehicles

Chapter
4

TRANSPORTATION

As mentioned earlier, personal transportation is needed, especially when living in the countryside. On the other hand, numerous local communities are very well connected by a widespread public bus service which includes the possibility of riding to adjacent major cities like Aachen, Mönchengladbach, Erkelenz, Düren, etc., or even across the border into the Netherlands. There are also train stations at Geilenkirchen, Übach-Palenberg and Erkelenz in Germany or Heerlen and Sittard in the Netherlands. These provide access to the European railway system, which is very convenient.

VEHICLE REGISTRATION IN GERMANY

Newcomers must register their privately owned vehicles (POV) within three months after their arrival at the Main Operating Base (MOB.) The following registration systems are available at the MOB:

- German Civil POMV Registration System (GE)
- USAREUR Registration System (US)

The national support units or the Component Legal Advisor has details about eligibility for the above mentioned systems. For the de-registration of POVs and the transfer home, it is advised to collect the necessary information about the relevant laws of the home country and the above mentioned systems at least three months before leaving the Component.

Excessive amount of pollution may lead to driving limitations within cities or districts of Germany. During periods of cold weather, people tend to have their car engines running for extended periods of time to warm up before driving. This is an offence against German environmental law and may result in fines up to several hundred Euros.



PARKING

Many cities in Germany and in

The Netherlands identify parking lots with large blue “P” signs. The large blue “P” signs showing a parking disk indicate that you may park for free in the area designated for a certain length of time, but that you must display your parking disk in the front window of your car. There are several parking lots on base requiring the use of parking disks and have a time limit, such as at the NATEX stores and Commerz Bank. Parking disks are available for a small cost at most gas stations..

To use a parking disk, set the dial so that the arrival time (to the nearest half hour) lines up with the arrow on the disk, and place the parking disk on the dashboard.



IF INVOLVED IN A CAR ACCIDENT

Component members are subject to German traffic law and should keep these tips in mind if involved in a traffic accident.

- Above all, do not leave the scene of the accident!
“Hit and Run” is a serious criminal offence. If you leave the scene of an accident, your insurance company may deny you coverage.

- Take necessary emergency steps. If someone is injured, call for medical assistance and make sure that traffic is warned by placing a warning triangle 100 meters in front of and behind the scene of the accident. Use your first-aid kit if needed.
- Call the police. If the accident occurs on a US or NATO installation, call the military police immediately. If the accident occurs off of a US or NATO installation, you must notify the local police, who may or may not respond to non-injury accidents. Whether or not the police respond, be sure to take all steps in the next paragraph.
- Get information from other drivers involved in the accident. Get the name, nationality, home address and phone number, work address and phone number, age, license number, vehicle registration number, type of vehicle and colour, and the name and address of the insurance company of other drivers involved. Give other drivers the same information about you. Get names and addresses of witnesses.
- Write down the facts surrounding the accident. Draw a diagram of the position of the vehicles involved, the direction vehicles were traveling, point of impact, and any other relevant information, such as position of traffic signs and signals near the scene. If a camera is handy, take pictures of the accident scene and of vehicle damage.
- Co-operate with the police, but be careful what you say. The police report may be important evidence in determining fault. Give yourself time to formulate answers to police questions; if you are not careful, you may say something that could be used against you later.



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Site: www.Haus-Hamacher.de
f: /HausHamacher



Base activities

Chapter
5



MEDICAL FACILITIES

The International Medical Branch provides aeromedical emergency service, routine outpatient medical and dental care, annual physicals and immunizations to assigned personnel on flying status and air traffic controllers. They also accomplish other medical tasks required by and in accordance with host nation occupational, industrial, environmental and other appropriate laws, regulations and standards, including employment and annual physicals for civilian employees. The unit also possesses two ambulances.

The U.S. Clinic provides routine outpatient medical and dental care for US military members and their families and routine outpatient medical care for military members and families of all other participating nations, except Germany.

The German Medical Branch gives medical service to German soldiers in accordance with national German regulations. It is collocated with the NATO Clinic.

BILLETING

There are accommodations on base for both male and female personnel including bachelor enlisted quarters (BEQs), bachelor officers' quarters (BOQs) and visitors' quarters (VQs - VOQs/VEQs). Quarters are given on a space available basis. Guests and visitors may be entertained or stay overnight in the quarters, but family members cannot be accommodated on base other than for short periods. Telephone numbers for the Billeting section: ext. 4960.

DINING FACILITY/CLUB

The Component Club offers formal and informal social settings and activities for all personnel.



The Rotodome dining facility is located in Building 70. It is truly an international facility as the food demonstrates. Component personnel, National Support



Unit members and their dependants may use the Rotodome. With the MWA card the discount will be approx. 30%.

The Rotodome serves breakfast, lunch and dinner along with a Pizza and Salad line.

Opening hours: Monday-Friday from 0600 - 1900.

Customers pay at the cash desk and show their MWA Card for approximately 30% discount. After eating, the serving trays are to be taken to the dishwashing area and placed on the conveyor belt system or the mobile tray rack.

The E-3A Club, located in Building 50.

Special events and regularly scheduled activities are published in a monthly calendar and publicity flyers distributed throughout the Component. For reservations, private functions, or questions call ext. 4990 for the club manager.

There is the MWA Council for all MWA matters including representatives from all nations which meets quarterly.

Opening hours E-3A Club:

Mon 11-2200; Tue - Fri 11-1800.

Opening hours Red Lion Bar: Wed 16-2200.



Opening hours Bavaria Keller: Thu 16-2200.

Thrift Shop

The thrift shop offers service selling and buying used items, such as books, records, transformers, appliances, clothes, toys, etc., with the exception of shoes, plants and anything flammable. The shop is located in Building 60 and is open on Tuesdays and Thursdays from 1000 to 1400.

SPORTS/RECREATION PROGRAMMES

The Morale and Welfare Activities (MWA) Section of the Services Branch runs social, sports, youth, and recreational programmes for all Component members.

MWA strives to provide a well-rounded programme for the international interests of Component members.

There are also numerous private clubs and organisations which are officially registered with MWA. Details on their meetings and activities are publicised regularly in the NATO Skywatch, on bulletin boards throughout the base and in flyers. Some of these include Rod and Gun Club, Ski Club, Scuba Club, International Women's Club and the Golf Association. The Tennis Club maintains several excellent tennis courts for its members. Due to the constantly changing leadership of these groups, MWA or sponsors can help answer any questions.

FITNESS

The Component has two gymnasiums. The Old Gym, located in Building 161, houses the NATO Wellness Centre and shower/changing rooms. The WC staff can help build a fitness programme and offer several health programmes such as weight management, stress management, and smoking cessation classes. The staff can be reached at 02451-99-3386.

The New Gym, located in Building 206, includes a separate pair of racquetball courts (Building 204). A new addition contains additional squash courts and a modern facility for dance/aerobics, martial arts as well as body building/weightlifting and aerobic equipment.

The Squash Court is located in Building 56 and is open Monday to Friday from 0900-2100 and Saturday and Sunday from 1000 to 1600; reservations can be made at the new gym.



The Outdoor Swimming Pool is normally open in the summer period. A low daily-use fee is charged, or individuals and families may purchase a season pass. Children under 12 years of age must have adult supervision.

Along the E-3A circle stretches a large complex of sports fields. This is the centre of the base's athletic programme. In addition to a new state-of-the-art track and field complex, soccer, football, baseball, softball and rugby fields, it is the home of the Component Sports Day, held each summer. There is also a 3,5 kilometre and a 1,5 kilometre Jogging track in the southern part of the base.

The Sauna in Building 214 includes a Jacuzzi and solarium and is also open for mixed use at certain times. There are summer and winter hours. Check the Intranet Portal page for opening hours.

There is also a Picnic Area near Building 204 and the Sports Fields, which can be reserved for group outings. The area must be booked one week in advance at the Sports Department.



LIBRARY

The International Library, Building 96, is open from 1100 to 1500. Monday through Friday. This is truly an international library, having books in most of the major languages represented at the Component. Their collection includes approximately books in seven languages, newspaper and magazine subscriptions, compact discs, videotapes and DVDs on rotating basis for reference and loan.



The library offers many items for educational course work, such as language courses in several languages.

CHAPEL - RELIGIOUS ACTIVITIES

The Component Chapel offers worship services and religious education classes. The Chapel also offers premarital/marital counseling, spiritual guidance, and relationship counseling. Various groups offer bible study, and religious education classes.

PROTESTANT SCHEDULE

General Protestant Services	Sun 1100
Sunday School	Sun 0930

CATHOLIC SCHEDULE

Roman Catholic Mass	Sat 1700
Sun 0930	
CCD	Sun 1100

JEWISH SCHEDULE

Contact Chapel Office

CHURCH OF CHRIST SCHEDULE

Sunday School	Sun 1330
Worship Service	Sun 1430



SERVICES

At Building 81, a number of services are available to all Component personnel. **The Commerz Bank** offers all private account related transactions, credits, and various other services supporting all Component members. More information is available at the manager's office. **The Barber & Beauty Shop** are also located there.

The MWA Store offers dry cleaning services and Deutsche Post postal services and sells international newspapers and magazines.

The DER Travel Service, is a fully licensed travel agency offering domestic and international train tickets, airline tickets, individual holiday and package tours, hotel reservations, car rentals, travel insurance, military travel, and other leisure travel services.



NATEX

NATEX is a diversified retailer operating as the official concessionaire on the E-3A Component in Geilenkirchen, Germany since 1985.

NATEX's commitment to and knowledge of members of the NATO community, their families and their lifestyles allow them to deliver personalized service, a wide selection of products and community support.

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Children

Chapter 6

CHILD DEVELOPMENT CENTRE

The Child Development Centre (CDC), Building 82, is sponsored by the US National Support Unit. It is open to all nationalities, and the programmes are English-speaking. Full-time childcare is open to children 12 months to 5 years of age. Drop-in care is available on a space-available basis; call for details. There is no CDC-licensed family-day-care programme off base.

The part-day pre-school program and is open to children 3 to 5 years of age. The program is offered three to five days per week. Sponsors can enroll a newcomer's child with a copy of the military orders. Before- and after-school care is offered for school age children. Priority is given as follows: single military, dual military, military with working spouse, civilian with working spouse, military with non-working spouse.



SCHOOLS

For children of school age, there is an international high school at Joint Force Command Brunssum, the Netherlands. This school, known as AFNORTH High School, offers secondary school programs for American, Canadian, German and British students.

INTERNATIONAL YOUTH ACTIVITIES (IYA)

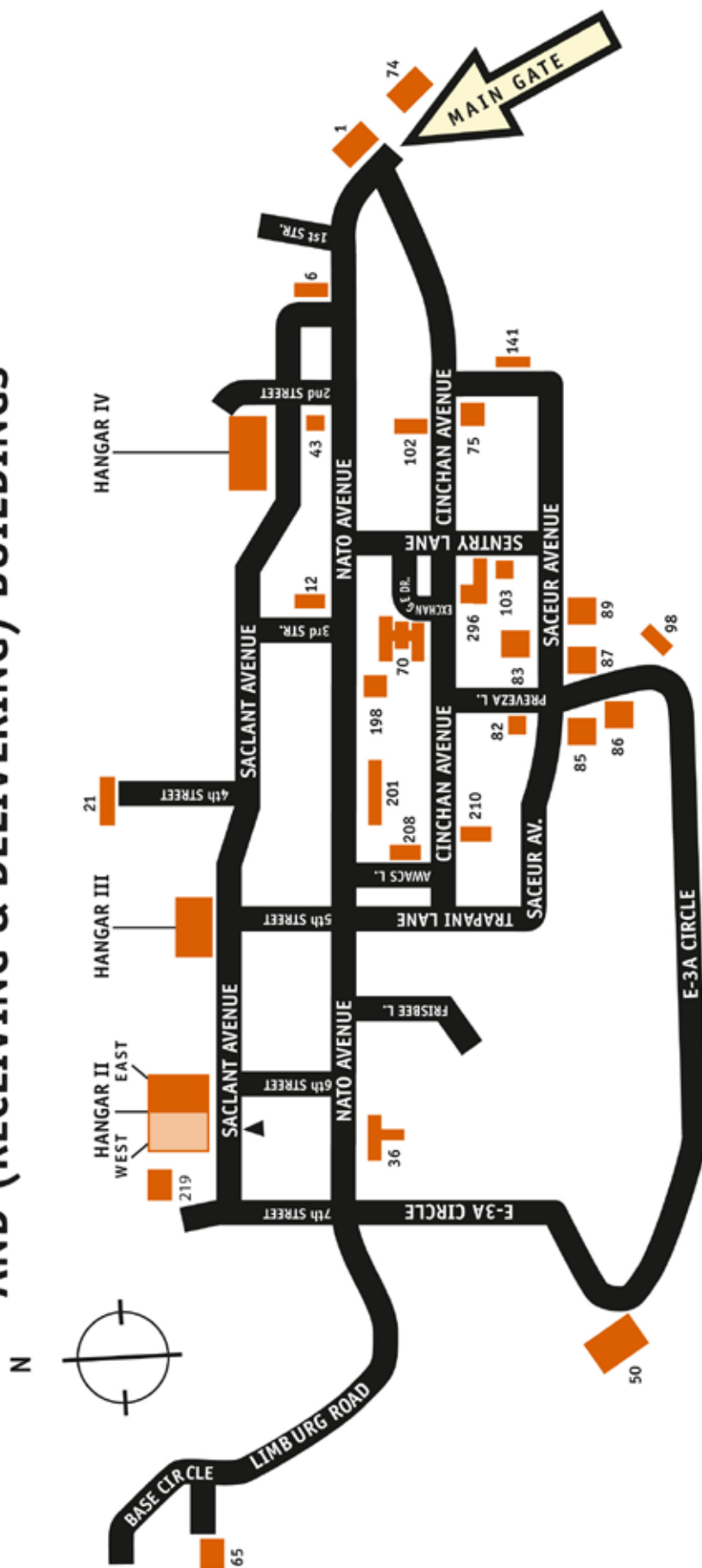
The IYA offers well-rounded leisure programmes for all children and families of the E-3A Component. Seasonal sports programmes include diamond sports, soccer and basketball. Instructional classes are offered in ballet, tap&jazz, taekwondo, hapkido, trampoline, swimming, callanetics, guitar, German and English.

Special events are organised year round including field trips, parties, shows, an Easter egg hunt, a Christmas colouring contest and trainrides with Santa Claus. During school terms a regular Afternoon Club is offered for children aged 5 and up. Break programmes are filled with games, arts and crafts, hikes, swimming, special projects, movies and many other fun activities.

NATO UNCLASSIFIED

E-3A COMPONENT

DIAGRAM OF MAIN ROADS AND (RECEIVING & DELIVERING) BUILDINGS



Local area

CURRENCY

The **Euro** is the official currency in Germany.

Paper notes and metal coins are used.

The common denominations are:

- 500 Euro note
- 200 Euro note
- 100 Euro note
- 50 Euro note
- 20 Euro note
- 10 Euro note
- 5 Euro note
- 2 Euro silver / brass coin
- 1 Euro silver / brass coin
- 50 Euro Cent brass coin
- 20 Euro Cent brass coin
- 10 Euro Cent brass coin
- 5 Euro Cent copper coin
- 2 Euro Cent copper coin
- 1 Euro Cent copper coin



VALUE ADDED TAX

Value Added Tax (VAT) is the German tax added to all merchandise and services purchased on the economy. Relief from paying this tax is normally only granted to official NATO procurement agencies and not individual members of NATO forces. To extend this privilege to individual Component members, a special programme has been arranged.

The Services Branch's Accounting Office (Tax Office, Building 80) will verify the status of individual applicants to ensure only authorised personnel use the tax relief programme. Goods and services acquired must be for the sole use of the authorised personnel. Violations of the regulations may not only subject an individual to punishment but may also jeopardise a privilege for all. All goods and services must officially be procured through the Services NAF Procurement Office or the established tax relief programme. (Operating hours Monday through Friday: 0800 - 1200).

Participation in this programme by German vendors is entirely at their discretion. Since this requires additional administrative work with no benefit to the vendor, vendors may decline to participate, especially if the purchase is small. The tax free merchandise must cost at least 50 Euros.

Important Note:

VAT exemptions must be established prior to the purchase. Contact the VAT Office at extension 4916 for questions.

MARKETS

Throughout this area of Germany and the Netherlands, there are food markets virtually every day in one town or another. Because this is an agricultural area, much of the product is exceptionally good and fresh. Outdoor food markets are the common method of buying food. Most markets throughout the area sell produce, meat, cheese, fish and flowers. Everything is sold in individual stalls, and in weekend markets there are often other items for sale, such as hardware, clothes, and costume jewelry. Below are the times for some of the markets in the area.

MARKETS IN THE NETHERLANDS

BRUNSSUM	Saturday	0900-1400
KERKRADE	Saturday	0800-1500
GELEEN	Thursday	1430-1800
SCHINVELD	Thursday	1330-1700
SITTARD	Thursday	0800-1300
	Saturday	1000-1700
EYGELSHOVEN	Saturday	0900-1600
HOENSBROEK	Friday	0800-1230
NIEUWENHAGEN	Thursday	1530-1900
UB. OVER WORMS	Friday	1400-1800
MAASTRICHT	Wednesday	0830-1400
	Friday	0830-1400
HEERLEN	Tuesday	0900-1300
	Thursday/Saturday	0900-1300

MARKETS IN GERMANY

GEILENKIRCHEN	Tuesday	0700-1200
	Friday	0700-1200
HEINSBERG	Tuesday	0800-1200
	Friday	0800-1200
ÜBACH-PALENBERG	Thursday	1300-1830



AACHEN

Aachen, a border city with around 245,000 inhabitants, is about a half hour's drive from the Component. Life here is a rich kaleidoscope ranging from the traditional to the futuristic and "as colourful as a painter's palette". The city is considered a spa resort, industrial city, university town, equestrian centre, congress city, and interface for international contact. The framework is green - Aachen well deserves its reputation as the city in a rural setting - with more than 2,500 benches for hikers and strollers to rest. The setting is cosmopolitan with Belgium and the Netherlands just next door. The hills of the Eifel and Ardennes ranges are visible.



2000 Years

Two millennia of lively history have left their traces here, as antiquity, Middle Ages and modern life jostle in the narrow confines. The Imperial cathedral with Charlemagne/Karl der

Grosse's Palatinate Chapel is but a step away from the variety of shops in the Roman colonnades. The lovingly restored alleys of the old city present a vivid picture of past cultures. And what could be more pleasant than to while away the time in the beautiful cafes and bars?



Many Markets

Another feature of Aachen is its colourful variety of markets: flea markets, art markets, the handicraft markets and the historic annual fair in the Kornelienmünster quarter lure visitors

from near and far. The 40,000 students at the Technical University and Polytechnic add a special character to the city's business life.

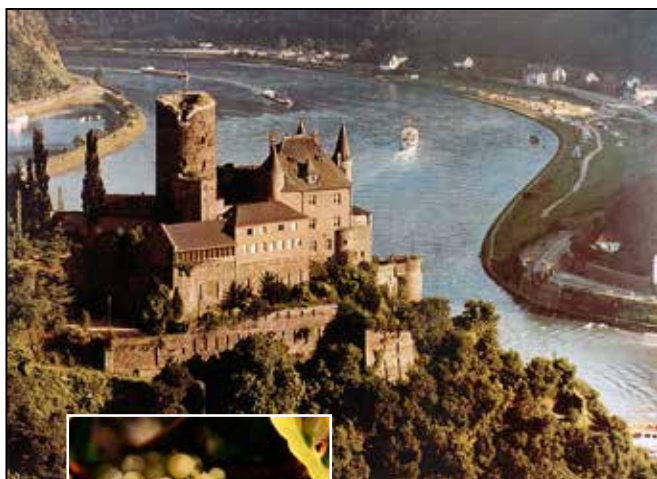
Show Jumping

The most popular of Aachen's major events is the annual show jumping, riding and driving tournament in the world's largest equestrian stadium. Aachen has earned its title as "the Mecca of equestrianism", bestowed on it by newspapers and specialist magazines throughout the world.

For all its inhabitants, there is no sense in the city of nature being driven out by concrete and steel. If anything, the reverse is true; the extensive city forests, the Burtscheid spa park and its counterpart on the Monheimsallee all offer a perfect setting for walking or simply loitering. Aachen's joie-de-vivre is reflected in the variety of springs that await the visitor at so many points throughout the city.

Aachen, at the heart of Europe, the westernmost city of Germany, is a rich world of discovery.

RHEINLAND



This is perhaps some of the most notable country of Germany. People all

over the world are familiar with “Rheinwein”. The noble vintages of the Rhine region are found in vineyards located between Assmannshausen and Hochheim.

Hochheim gave its name to “hock” the English term for the German white wines. Erbach and Geisenheim are famous for the wine schools; Hattenheim, Kiedrich and Rüdesheim are the main towns of the late-ripening Riesling wines. These wines not only require a southern location and protection of the forests to thrive but also need the reflection of the sun on the Rhine and the inconsistencies

of the autumn mists to develop its rich bouquet. Growing beside almonds, figs and Spanish chestnuts, the Riesling wines ripen to a heady, spicy sweetness, similar to the Traminer, Gewürztraminer, Ruländer and Sylvaner varieties.

CATHEDRALS AND CASTLES ON THE RHINE

Between the old imperial towns of Speyer and Cologne on the middle reaches of the Rhine, one finds not only some of the most beautiful German landscapes but also the heartland of German history.

Here the course of the Rhine and the fashioning of its banks and man's architecture have created a unique variation out of the wooded hills and imperial towns, vineyards and cathedrals, cliffs, river islands and knights' castles.

KOBLENZ

Germany began in Koblenz. In its Carolingian cathedral of St. Kastor, the treaty dividing Charlemagne's empire was negotiated in 842 and ratified a year later in Verdun. The Balduin bridge, built in the 14th century, crosses the Mosel just before it flows into the Rhine; on the other side of the Rhine is the Ehrenbreitstein, the fortress of the archbishops of Trier.

At Koblenz two of Germany's most famous rivers merge, the Rhine and the Mosel, home to some of the greatest wines and picturesque landscape in all of Germany. From Koblenz to Trier the Mosel winds through steep and rugged valleys, covered with vineyards. Each village has its special wine festivals, and year-round wine tasting is a delight.

COLONIA AGRIPPINA (COLOGNE/KÖLN)

North from Bonn, the Rhine valley quickly broadens, and from far away it is possible to see the two gigantic towers of Cologne cathedral, the last great cathedral on the middle Rhine. Colonia Agrippina was the name of the Roman settlement and age-old metropolis of the Rheinland which today is the fourth largest city in Germany.

In the Middle Ages the town owed its power and influence to the church. Until the 13th century, the Cologne archbishops were not only spiritual but also temporal princes who built more than 150 churches, monasteries and seminaries in their town and turned it into a magnificent centre of religious, intellectual and artistic life in western Germany. Ninety percent of the old town of Cologne was destroyed in the Second World War. The cathedral, although damaged, was preserved.

FURTHER AWAY

Further away, Berlin, the Alps, the Black Forest, the shores of the North Sea and the Baltic Sea and many other areas offer wonderful opportunities to enjoy and learn about Germany. There are 357,050 square kilometres to discover and almost 80 million people to meet. And, since Germany once again lies in the very heart of Europe, many streets lead to the neighbouring countries to the north, south, west and east.



Cologne Cathedral

USEFUL GERMAN AND DUTCH PHRASES

ENGLISH	GERMAN	DUTCH
General		
Yes	Ja	Ja
No	Nein	Nee
Please	Bitte	Alstublieft
Thank you	Danke	Dank u
Excuse me	Entschuldigen Sie	Pardon
Good day	Guten Tag	Goedemorgen/middag
Good bye	Auf Wiedersehen/Tschuß	Tot ziens
Do you speak English?	Sprechen Sie Englisch?	Spreekt u Engels?
I do not understand German or Dutch	Ich verstehe kein Deutsch	Ik spreek geen Nederlands
Restaurant		
I would like a menu	Ich möchte die Speisekarte	Ik wil graag de menukaart
I would like a Coke, please	Ich möchte eine cola, bitte	Ik wil graag een cola, alstublieft
...a beer	...ein Bier	...een bier
...a coffee	...ein Kaffee	...een koffie
...a mineral water	...ein Mineralwasser	...een spa
The bill, please	Die Rechnung, bitte	De rekening, alstublieft
Where is the restroom, please	Wo ist die Toilette, bitte?	Waar is de WC?
Numbers		
1	eins	een
2	zwei	twee
3	drei	drie
4	vier	vier
5	fünf	vijf
6	sechs	zes
7	sieben	zeven
8	acht	acht
9	neun	negen
10	zehn	tien

o October

o Sunday Day



Fall Event

26-27 September



Octoberfest

27-28 September



Octoberfest

October



Beaujolais Nouveau Tasting

November



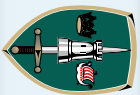
Christmas Event

21-22 November



Christmas Market

December



Charity Night

March



Spring Event

20-21 March

Activity Calendar 2014-2015

10 May

International Children's Festival



23-24 May

Summer Event



28 May

Hangar Party



12 June

E-3A Component Sports Day



5th July

Joint American & Canadian Independence Day



August

International Football Tournament



September

Terry Fox Run



6 September

Family Day