MilitaryInstallations Booklet for MARFORCOM, Camp Allen and MCSF Regiment

Overview

Location
Camp Allen, home to both Marine Corps Forces Command (MARFORCOM) and one Marine Corps Security Force Regiment (MCSFR) FAST company, is located in Norfolk, Virginia. Situated in the far southeastern corner of the state and comprised of seven cities—Norfolk, Suffolk, Virginia Beach, Chesapeake, Portsmouth, Newport News and Hampton—the Hampton Roads area has a combined population of nearly 1.7 million people.

Predominately a "Navy town," Norfolk is home to the largest Naval installation in the world; Hampton Roads is truly a joint forces dream. With local Army, Navy, Marine Corps, Air Force and Coast Guard bases and installations, it's a military melting pot. Nearly 2,900 Marines reporting to ten local Marine commands call Hampton Roads home. Other local Marine commands in the area include Marine Corps Security Cooperation Group (MCSCG), EWTLANT, The School of Music, MATSD, MARDET Dam Neck, and three reserve units including, MACS-24, MAG-49/VMM-774 and Co A 4th AA Bn.

With a rich history dating back more than 400 years, Norfolk is within an hour's drive of Yorktown, Jamestown and Williamsburg, an area known as the Historic Triangle. Norfolk offers a wide array of cultural and entertainment options including the Norfolk Admirals hockey team and the Norfolk Tides baseball team as well as museums, zoos, concert arenas and historic sites and battlefields.

History
Although we are now known as Camp Allen, most of our facilities are located on what was formerly known as Camp Elmore. We have the distinct honor of being the only Marine Corps camp named posthumously after an enlisted Marine. Pfc George W. Elmore, USMCR, was a 20-year-old Browning Automatic Rifleman with George Co., 3/5. Wounded, he exposed himself to lay down a withering fire until his wounded comrades could be evacuated. His attack was effective, but he lost his life in battle.

Camp Elmore once embraced a 15-acre tract in what was known as the naval base's "south annex". During more than a 50 years of use by the government, the area has been a Seabee training site, prisoner of war camp and Army barracks area.

Today, Camp Allen is home to two Marine Corps Fleet Anti-Terrorism Security Team (FAST) companies of the MCSFR, which provides security for a number of high-priority sites and convoys across the globe. Marine Corps Community Services (MCCS) at Camp Allen is responsible for serving not only those units stationed at Camp Allen, but all Marine commands in the Hampton Roads area. For more information, please visit the MCCS homepage or find us on Facebook.

Mission

MARFORCOM
As the US Marine Corps component to Commander, U.S. Joint Forces Command, COMMARFORCOM coordinates USMC support to CDR USJFCOM in the development of joint training, integration, readiness, joint concept development and experimentation efforts, and in executing global force management to synchronize the generation and provision of mission-ready, joint-capable USMC forces for present and future joint force requirements in order to support combatant commanders’ global execution of the National Military Strategy.

MCSFR
MCSFR is highly trained and capable of responding to both Navy and Marine Corps security requirements. The regiment supplies security forces to guard a number of high-priority sites and convoys all across the globe. Security Forces Regiment is comprised of Fleet Antiterrorism Security Teams as well as Recapture Tactics Teams to provide security and anti-/counter-terrorism support to the United States Marine Corps.

Population
Camp Allen employs approximately 800 active duty, 120 civilian Marines and a number of civilian contractors. The population of Marines, civilian Marines and contractors vary as you move throughout the various Hampton Roads area Marine Corps commands.
Base Transportation
Most service members and employees rely on private vehicles to get on, off and around base in the area, but there are a number of taxi companies and local buses as well. For complete information on buses in the Hampton Roads area, please visit the Hampton Roads Transit website.

Sponsorship
Marines and their families can request a sponsor through their gaining command or contact Marine Corps Family Team Building, 757-445-6875, to be put in touch with the local Family Readiness Officer (FRO).

Duty and Checking In
MARFORCOM
During normal working hours (7:30 a.m. - 4:30 p.m., Monday – Friday) those assigned to MARFORCOM (MCC 111) should report to G-1 Manpower (room 118) on the first deck of MARFORCOM (bldg NH-33). After working hours, on weekends and holidays, report to the Command Operations Center (COC) (room 237) on the second deck of MARFORCOM (bldg NH-33). As you will not have access to MARFORCOM upon your arrival you will need to call either your sponsor at the work number they provided you or the G-1 Manpower Office during normal working hours or the COC after hours, on weekends or holidays at 757-836-1644, utilizing one of the phones immediately inside the entrances to MARFORCOM.

Those Marines assigned to other commands throughout the Hampton Roads area who are administratively attached to MARFORCOM Headquarters and Service Battalion, should check-in at your work location during normal working hours or with the Watch or Duty Officer of the command to which you are assigned to have your orders endorsed with the reporting time and date. On the first working day following your arrival you should report to the MARFORCOM Headquarters and Service Battalion S-1 to complete your administrative check-in. Visit our website for more information.

MCSF Regiment
New Joins: Please contact the Regimental OOD / quarterdeck for instructions on checking in and directions to the Regimental Headquarters at (757) 637-9355. You can visit http://www.mcsfr.marines.mil/ for more information.

Temporary Quarters
There are three Navy Lodges in the area, one located at Norfolk Naval Base adjacent to Camp Allen, another near the Little Creek Naval Base and one other at Dam Neck in Virginia Beach.

The Norfolk Navy Lodge, which has been recently renovated, has 294 units with air conditioning and private baths. It features family accommodations, free local phone calls, high chairs, free daily in-room coffee, ice, rollaways, free daily newspaper, snack vending, fully equipped kitchenette (dishes, pans, etc.), picnic grounds, playground, barbecue grills/ tools, FAX/copy service, microwave, radio/clock, cribs, dining table, irons/ironing boards, on-site laundry facilities and four conference rooms. For more information please call 757-489-2656.

The Little Creek Navy Lodge has 100 units with air conditioning and private baths. It features family accommodations, free local telephone calls, hairdryer, free daily in-room coffee, ice, free daily newspaper, snack vending, fully equipped kitchenette (dishes, pans, etc.), Cable TV (HBO), playground, air conditioning, FAX/Copy service, microwave, radio/clock, cribs, dining table, irons/ironing boards, on-site laundry facilities. For more information please call 757-464-6215.

The Dam Neck Navy Lodge has 50 units with air conditioning and private baths. It features family accommodations, free local telephone calls, hairdryer, free daily in-room coffee, ice, rollaways, free daily newspaper, snack vending, fully equipped kitchenette (dishes, pans, etc.), cable TV (HBO), VCRs, video rental, playground, air conditioning, FAX/Copy service, radio/clock, cribs, dining table, irons/ironing boards, on-site laundry facilities. For more information please call 757-437-8100.

Marine Corps Family Team Building (MCFTB)
The mission of Marine Corps Family Team Building is to foster personal growth and to enhance the readiness of Marine Corps families enabling them to understand and successfully meet the challenge of the Marine Corps lifestyle. The intent is to build a strong bond between the service member, their family and the Marine Corps. MCFTB offers a variety of programs including Readiness and Deployment Support for units and Individual Augmentees, Family Readiness Support Training and L.I.N.K.S.-a program for spouses and family members to learn more about the Marine Corps lifestyle and benefits. Our office is located in Building CA5, across from the Marine Corps Exchange just off Terminal Blvd. We are open Monday-Friday, 8:00 a.m. to 4:30 p.m. and offer occasional night and weekend programs as well. For more information please contact us at 757-445-6875 or locate us on Facebook.
The Exceptional Family Member Program (EFMP)

(EFMP) office for Hampton Roads is located at Naval Medical Center Portsmouth (NMCP) in Building 3, 4th Floor, Room 4.2-131. The office hours are 7:30 a.m. - 4:00 p.m. The Program Manager is located at Camp Allen.

Per MCO P1754.4B, the EFMP is a mandatory enrollment program for active duty Marines who have family members with physical, emotional, developmental or intellectual needs that require special treatment, therapy, education, training or equipment. The goal is to assist the family, minimize the disruption those needs might have upon the family during relocation and to give consideration to those needs in the assignment process.

The staff provides assistance before, during and after deployment as well as relocation due to PCS orders. They also provide case management, resources and referrals, advocacy, a Special Needs Forum, assistance navigating TRICARE and other benefits, a lending library and outreach/education. Of particular importance is the Installation Respite Care Program. Those enrolled in EFMP and designated as LoN3 or LoN4 are eligible to participate in the respite care program, which allows for reimbursement of up to 20 hours of care per month with certified providers. For more information, please contact the office at 757-953-2270 or 757-953-2291, or visit our special needs website. The Program Manager can also be contacted at 757-445-6876.

Relocation Assistance

Although MCCS Camp Allen does not offer official relocation assistance, the Housing Office and Fleet and Family Support Center (FFSC) at Norfolk Naval Base are both located adjacent to Camp Allen on Hampton Blvd., just north of Terminal Blvd. The various FFSCs throughout Hampton Roads offer lending lockers for arriving personnel, equipped with many basic household items that can be checked out while you wait for your household goods to arrive. For more information or to check out an item(s) contact the Norfolk FFSC at 757-444-2102. The office hours are 8:00 a.m. - 4:30 p.m., Monday - Friday.

Housing Office Information

The housing office maintains extensive lists of properties for sale or rent, including single-family homes, town homes, condos and apartments as well as shared rooms and local hotel information. The Rental Partnership Program (RPP) allows active duty service members to move into participating apartment communities without paying a security deposit. In most cases, the application fee is waived and rent is provided at a discounted price. Contact the housing office for additional information and a list of participating communities. Marines may also apply for on-base housing through the housing office. To contact the housing office, please call 1-800-628-7510 or 757-445-2832. The hours of operation are 7:30 a.m. - 4:00 p.m., Monday-Friday. Housing information can be obtained on the Navy Housing website.

Fleet and Family Support Center (FFSC)

The FFSC is committed to supporting all service members stationed in the Hampton Roads area to achieve maximum mission readiness. Single and married service members and their family members can access a wide range of services and programs focused on adaptation to the special demands of military careers, military family life, and the need for rapid response to current world events. The FFSC provides a myriad of support services such as transition assistance, financial assistance, family employment assistance, relocation assistance, and a loan closet where portable beds and dish packs are available. Please call the FFSC at 757-444-2102 for availability, information and referral service, The office hours are 8:00 a.m. - 4:30 p.m., Monday - Friday. You may also visit the FFSC website.

Child Development Center

There are multiple Child Development Centers (CDC) located on or near the various military installations throughout Hampton Roads. Care is provided for children ages 6 weeks to 12 years Monday through Friday from 6:00 a.m. until 6:00 p.m. The centers are accredited by the National Association for the Education of Young Children and the Navy Child Development Programs. Fees are based on total family income and will not be pro-rated; this includes weeks that include Federal holidays. For waiting list or application information, please call the Navy Mid-Atlantic Regional Child Placement Program Office at 1-866-628-9232 or visit the MWR website and select “child and youth programs.”

Critical Installation Information

Marine Corps Official Pet Policy

The United States Marine Corps has set official policy on types of dogs allowed in installation housing and other rules surrounding pets on base. You must read this policy before you plan your move, if you plan to live in government housing.

Defense Service Network (DSN) Dialing Instructions

The DSN is the provider of long-distance communications service for the Department of Defense (DoD). Every installation has a special DSN number and the numbers vary by world-wide location. In order to place a call using
DSN, the caller must be using a military phone on an installation. Cell phones cannot dial DSN numbers. When dialing a DSN number from a United States installation to another United States installation, it is unnecessary to dial the DSN 312 area code. When dialing a DSN number to/from overseas locations, the DSN area code must be included. The operator can be reached at commercial (719) 567-1110. Please note that long distance charges may be incurred.

Contact Information

**DSN Dialing Instructions:** When dialing a DSN number from U.S. installation to U.S. installation, it is unnecessary to dial the 312 area code. When dialing a DSN number to/from overseas locations, the DSN area code must be included.

**Camp Allen**
1251 Yalu Street
Norfolk, VA 23515-4693
Phone 757-445-1255 / 757-652-1734
Fax 757-444-6198
Mon - Fri 8:00 a.m. to 4:30 p.m.
Sat and Sun - closed
Holidays - closed
Email | Website | Map

**Automotive Services**
Marine Mart Automotive Service Center
Camp Allen
1251 Yalu Street
Norfolk, VA 23515-4693
Phone 757-423-1539
Fax 757-444-6198
Lobby
Mon - Fri 6:30 a.m. - 6:00 p.m.
Services
Mon - Fri 6:30 a.m. - 3:00 p.m.
24/7 Pay at the Pump Gas
Email | Website | Map

**Deployment/Mobilization**
Family Readiness Program
Camp Allen
1251 Yalu Street
Norfolk, VA 23515-4693
Phone 757-445-6875
Fax 757-444-6198
Mon - Fri 8:00 a.m. to 4:30 p.m.
Sat and Sun - closed
Holidays - closed
Website | Map

**EFMP - Enrollment**
EFMP / Enrollment
EFMP
Camp Allen
1251 Yalu Street
Norfolk, VA 23515-4693
Phone 757-445-1187
Fax 757-444-6198
Mon - Fri 8:00 a.m. to 4:30 p.m.
Sat and Sun - closed
Holidays - closed
Email | Website | Map

**Exchange(s)**
Elmore Marine Corps Exchange and Marine Mart
Camp Allen
1251 Yalu Street
Norfolk, VA 23515-4693
Phone 757-444-2102
Fax 757-445-2495
Mon - Fri 8:00 a.m. - 4:30 p.m.
Sat and Sun - Closed
Email | Website | Map

**Family Center**
Marine and Family Services -- Family Team Building
Camp Allen
1251 Yalu Street
Norfolk, VA 23515-4693
Phone 757-445-6875 / Cell: 757-355-9562
Fax 757-444-6198
Mon - Fri 8:00 a.m. to 4:30 p.m.
Sat and Sun - closed
Holidays - closed
Email | Website | Map

**EFMP - Family Support**
EFMP Enrollment / Family Support
EFMP
Naval Medical Center Portsmouth
Bldg 3, Floor 4, Rm 4.2-131
620 John Paul Jones Circle
Portsmouth, VA 23702-2919
Phone 757-953-2270
Mon – Fri 7:30 a.m. – 4:00 p.m.
Sat and Sun – closed
Holidays - closed
Email | Website | Map

**Family Center**
Fleet and Family Support Center
7928 14th Street
Suite 102
Norfolk, VA 23505-1219
Phone 757-444-2102 / 757-444-NAVY (Emergency After Hours Line)
Phone (DSN) 312-564-2102
Fax 757-445-2495
Fax (DSN) 312-565-2495
Mon – Fri 8:00 a.m. – 4:30 p.m.
Sat and Sun – Closed
Email | Website | Map
**Gymnasiums/Fitness Centers**
Hopkins Hall Gym
Camp Allen
Building MCA-603
Norfolk, VA 23515-4693
Phone 757-445-2742
Mon - Fri 5:00 a.m. - 9:00 p.m.
Weekends/Holidays 8:00 a.m. - 6:00 p.m.
Email | Website | Map

**MWR (Morale Welfare and Recreation)**
Marine Corps Community Services (MCCS)
Camp Allen
1251 Yalu Street
Norfolk, VA 23515-4693
Phone 757-445-1277
Fax 757-444-6198
Mon - Fri 8:00 a.m. to 4:30 p.m.
Sat and Sun - closed
Holidays - closed
Email | Website | Map

**MWR (Morale Welfare and Recreation)**
Shooting Range
Camp Allen
Building MCA-604
Norfolk, VA 23515-4693
Phone 757-489-2585 / 757-489-2586
Mon - Fri 6:30 a.m. - 8:00 p.m.
Sat - Sun – 10:00 a.m. – 6:00 p.m.
Holidays 10:00 a.m. – 6:00 p.m.
Email | Website | Map

**Personal Financial Management Services**
Portsmouth Fleet and Family Support Center
620 John Paul Jones Circle
Bldg 249
Portsmouth, VA 23708
Phone 757-953-7801
Phone (DSN) 312-377-7801
Fax 757-953-6092
Fax (DSN) 312-377-6092
Mon – Fri 7:30 a.m. – 4:00 p.m.
Sat and Sun – Closed
Holidays – Closed
Email | Website | Map

**Temporary Lodging/Billeting**
Navy Lodge, Norfolk
7811 Hampton Blvd.
Norfolk, VA 23511-1769
Phone 757-489-2656 / 1-800-628-9466
Phone (DSN) 312-942-5173
Fax 757-489-9621
Fax (DSN) 312-564-9621
Open 24 hours a day, 7 days a week
Email | Website | Website | Map

**MWR (Morale Welfare and Recreation)**
Outdoor Equipment Rental/Issue
Camp Allen
Building MCA-603
Norfolk, VA 23515-4693
Phone 757-445-2742
Mon and Thurs 8:00 a.m. - 4:00 p.m.
Sat and Sun – 8:00 a.m. - 6:00 p.m.
Tues and Wed - Closed
Holidays - Closed
Email | Website | Map

**Non-appropriated Funds (NAF) Human Resources**
Personnel Office
Camp Allen
Building MCE-2
Norfolk, VA 23515-4693
Phone 757-444-6146 / 757-444-6242
Mon – Fri 7:30 a.m. – 4:00 p.m.
Sat and Sun - closed
Holidays - closed
Email | Website | Map

**School Liaison Office/Community Schools**
Regional School Liaison Officer
Navy Region Mid-Atlantic
JEB Little Creek-Fort Story
1682 Piersey Street
Norfolk, VA 23511
Phone 757-322-2679
Hours Vary
Email | Website | Map

**Temporary Lodging/Billeting**
Temporary Lodging JEB Little Creek
1125 Gator Boulevard
Navy Lodge
JEB Little Creek-Fort Story
Virginia Beach, VA 23459
Phone 757-464-6215 Little Creek / 1-800-628-9466
Fax 757-464-1194
Desk manned 24 hrs.
Email | Website | Map
Major Units

**Marine Corps Forces Command (MCC 111)**
Contact Information:
Duty Officer
COM: 757-836-1621
DSN: 312-836-1621

Chaplain
COM: 757-836-2229 or 757-836-2233
DSN: 312-836-2229
After Hours: 757-903-1400 or 757-374-2751

MARFORCOM FORCE Family Readiness Officer
COM: 757-836-2072
BB: 757-903-1212

Headquarters & Service Bn Family Readiness Officer
COM: 757-444-6469


**Marine Corps Security Forces Regiment (MCC 226)**
Contact Information:
COM: 757-887-7378

Duty Officer
COM: 757-887-7378

Chaplain
COM: 757-887-7344

Family Readiness Officer
COM: 757-637-9372
DSN: 312-564-6088
BB: 757-374-2523