



DEPARTMENT OF THE ARMY  
US ARMY TRANSPORTATION SCHOOL  
MARITIME & INTERMODAL TRAINING DEPARTMENT  
461 KERR ROAD  
FORT EUSTIS, VIRGINIA 23604-5458

REPLY TO  
ATTENTION OF:

ATSP-TDM

27 October 2010

SUBJECT: Rough Terrain Container Handler (Kalmar) Operator Course, 500-ASIR1  
(42A/89B/92A) Students

1. WELCOME - On behalf of the US Army Transportation School, Congratulations on your selection to attend the Rough Terrain Container Handler (Kalmar) Operator Course, 500-ASIR1 (42A/89B/92A), and welcome to Fort Eustis.
2. INTRODUCTION - The Rough Terrain Container Handler Course is designed to provide the student training on the KALMAR (RTCH), and to authorize award of the R1 additional skill identifier for MOS 42A, 89B, 92A, and Joint Services personnel. The training will be conducted utilizing the actual equipment and simulation training. The student will focus on operational safety procedures; Hand and Arms Signals, Preventative Maintenance checks and services (PMCS) to include pre-operational checks and Damage control.
3. LOCATION – The class will meet together in Building 839, Levy Street at 0830 on the first day of class.
4. TRAVEL TO FORT EUSTIS - Fort Eustis is easily accessible by plane, bus, or Privately Owned vehicle (POV). If traveling by plane, be sure your reservations are to the Newport News/Williamsburg Airport, or to Norfolk International Airport. You must obtain transportation from the airport. Taxis and limousines are available. Remember, you must keep receipts for all expenses to file for government reimbursement. If traveling by bus, the Greyhound line has a bus terminal at 14407 *Warwick Blvd, Newport News, VA 23608* outside Fort Eustis; taxis are available for transportation to Fort Eustis from there. If traveling by POV, the military police stop each vehicle and ask for identification (always carry your ID card, copy of your orders, proof of insurance and registration while on post).
5. WHERE TO REPORT – If you are reporting on Sunday or after duty hours, proceed to the *General Smalls Inn located at 1700 Madison Ave. Ft. Eustis VA 23604 (757) 878-5807*. If an emergency arises that will delay your arrival contact 2<sup>ND</sup> Staff and Faculty Company during duty hours, Monday through Friday 0800-1700, at (757) 878-1371/1358/5592. If you are calling during non-duty hours contact Post Staff Duty Located in Building #210 (757) 878-5050
6. IN-PROCESSING – In-processing will begin on the 1st business day after you report in to the Simulation Training Center located at Bldg 839, Levy Street, Room 168. Bring five copies of your orders for in-processing.

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7. BILLETING – Soldiers arriving to Fort Eustis in a TDY status are required to reside at the Fort Eustis Lodging, General Smalls Inn, 1700 Madison Avenue, Fort Eustis, VA, (757) 878-5807 for room assignments. The General Smalls Inn rooms come complete with a queen size bed, refrigerator, microwave, coffeepot, iron and housekeeping. It is highly encouraged that all students call ahead for reservations, as space is limited. To check in you will be required to have a copy of your orders and your ID card. Students can check on per diem rates at <http://www.dfas.mil/>

8. HOUSING – Balfour Beatty Communities is located at 126 Madison Avenue, Fort Eustis, VA 23604. Monday - Friday, 7:30 a.m. to 4:30 p.m. 757-369-8326. Students that are PCS'ing must proceed to building 601 for information on housing both on and off post. If you are PCS'ing to Fort Eustis from another service and/or installation, you should report a minimum of 3 to 4 duty days prior to the course. [www.fteustishomes.com](http://www.fteustishomes.com)

9. ON POST TRANSPORTATION - Government transportation is not available to or from off-post hotels to the classrooms at Fort Eustis. Students usually ride with other students driving POV's or rental cars. Before you report, check your orders to see if you are authorized a POV or rental car. ARNG students or students on AT orders should consider getting them amended before reporting. Local taxi cab service is provided on post as well as public bus service. Below are links for some of these services. <http://www.orangeCabco.com> <http://www.gohrt.com>

10. UNIFORM AND APPEARANCE - Students must maintain a neat, orderly appearance at all times and conform to the haircut standards outlined in AR 670-1. The uniform will be worn as prescribed in AR 670-1. The Army Combat Uniform (ACU) is the prescribed uniform while attending class. *Students need to bring approved coveralls with steel toe boots.*

11. PHYSICAL TRAINING POLICY - Physical training and readiness are essential to all Soldiers and are one of the cornerstones of all military training. Soldiers should participate in a training program prior to arriving at Fort Eustis.

12. EMERGENCY TELEPHONE NUMBERS - During your stay here, calls during duty hours should be directed to Cargo Handling Division central office Monday through Friday, 0800-1700, at (757) 878-6411/6412/6413/6418. After duty hours, calls should be directed to Post Staff Duty (757) 878-5050

13. MAIL ROSTER - If you would like to receive mail while in school, you will need to fill out the mail roster provided to the class leader. If you plan on being paid for per diem while here, you will want to submit your name on the mail roster so the mail clerk is aware that you are here. The class leader will submit the mail roster to their primary Instructor. Each student is responsible for picking up his/her mail. If you use the mailroom, ensure that you clear the

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mailroom before departing this installation. You will need to fill out a mail card (DA Form3955) to forward your mail.

*SAMPLE MAILING ADDRESS:*

Rank / Full name

500-ASIR1 Course (Plus Class #)

(757) 878-6413

Bldg 839, Levy Street

Fort Eustis, VA 23604

The mail will be delivered to Building 461, Operating hours will be Monday-Friday, 1330-1600. Instructors will deliver any mail that arrives to all students while in class.

14. SICK CALL – There is no such thing as sick call anymore. All students are required to call the Hampton Roads appointment line to make appointments to see a care provider. The appointment line number is (1-866-645-4584). All E-6 and below will make appointments to see their care provider at TMC-2, located at BLDG# 815 Gaffney Place. All E-7 and above will make appointments to see their care provider at McDonald Army Health Center, located at 576 Jefferson Avenue, Fort Eustis.

15. LEAVE DUE TO BONIFIED EMERGENCY - Leave is only granted through Red Cross notification. If you desire to take leave, your instructor and the 2<sup>ND</sup> Staff & Faculty Company Commander must approve it during duty hours.

16. POINTS OF CONTACT FOR FURTHER INFORMATION:

Cargo Handling Division: (757)-878-6411/6412/6413/6418

17. CLOSING - The Rough Terrain Container Handler (Kalmar) Operator Course, 500-ASIR1 (42A/89B/92A) course is a challenge to most students. Keep in mind that there is much to learn. The key to success is ATTENTION TO DETAIL. Training continues through the afternoon on the last day so do not plan airline or travel accommodations earlier than 1500 hours on graduation day. We look forward to seeing you soon.