

SUBJ: WELCOME ABOARD TO OS3 JOE COASTIE, USCG

1. CONGRATULATIONS ON YOUR ORDERS AND WELCOME TO CGC STEADFAST! I HOPE YOUR EXPERIENCE ON BOARD STEADFAST WILL BECOME BOTH A FULFILLING AND EXCITING PART OF YOUR COAST GUARD CAREER. WE ARE COMMITTED TO PROVIDING OUTSTANDING SERVICE TO ALL OF OUR SHIPMATES. WE ARE ALSO COMMITTED TO ENSURING THAT EACH MEMBER OF THE COMMAND ACHIEVES THEIR FULL POTENTIAL BOTH IN THE WORKPLACE AND THROUGH ATTAINMENT OF PERSONAL AND PROFESSIONAL GOALS. WE LOOK FORWARD TO YOUR CONTRIBUTIONS AS A VALUED MEMBER OF OUR TEAM.

2. STEADFAST IS LOCATED NEXT TO THE MARITIME MUSEUM IN DOWNTOWN ASTORIA, OREGON AT 1792 MARINE DRIVE, ASTORIA, OR 97103 YOUR ASSIGNED SPONSOR IS PO JOE COASTIE, HIS JOB IS TO ENSURE YOUR TRANSFER AND TRANSITION GOES AS SMOOTH AS POSSIBLE. HE WILL BE CONTACTING YOU SHORTLY TO DISCUSS YOUR RELOCATION. IF YOU HAVE ANY QUESTIONS, PLEASE FEEL FREE TO CONTACT HIM AT (503) 325-6812 BETWEEN THE HOURS OF 0700-1300 OR SEND HIM AN EMAIL AT JOE.COASTIE (AT) USCG.MIL.

3. ALL INCOMING PERSONNEL ARE REQUIRED TO SUBMIT AN APPLICATION FOR ASSIGNMENT TO MILITARY HOUSING (DD-1746) AS SOON AS POSSIBLE AFTER RECEIPT OF PERMANENT CHANGE OF STATION (PCS) ORDERS. YOUR SIGNED DD-1746 SHOULD BE EMAILED (SUBJECT LINE "CG HOUSING APPLICATION"), ALONG WITH A COPY OF YOUR PCS ORDERS AND YOUR BAH/DEPENDENCY DATA FORM, TO SK1 WADE FEAST (WADE.E.FEAST@USCG.MIL) AT THE SECTOR COLUMBIA RIVER HOUSING OFFICE. YOUR DOCUMENTS WILL BE REVIEWED WITHIN FIVE WORKING DAYS AND A STATUS OF HOUSING AVAILABILITY (DD-1747) WILL BE EMAILED BACK TO YOU INDICATING EITHER ASSIGNMENT TO OR RELEASE FROM GOVERNMENT QUARTERS/HOUSING. YOUR DD-1747 AND ORIGINAL PCS ORDERS ARE NECESSARY FOR THE REPORTING- ABOARD PROCESS AT YOUR NEXT UNIT.

4. IF THE SHIP IS UNDERWAY, YOUR SPONSOR WILL MAKE ARRANGEMENTS FOR YOU TO REPORT IN TO A NEIGHBORING UNIT.

5. IF YOU ARE MARRIED OR HAVE A STEADY SIGNIFICANT OTHER THE UNIT OMBUDSMAN IS COURTNEY STACKHOUSE AND CAN BE REACHED AT 434-841-7491 OR BY EMAIL AT USCGSTEADFASTOMBUDSMAN@GMAIL.COM

6. AGAIN, WELCOME TO CGC STEADFAST - THE STANDARD FOR EXCELLENCE, A TRADITION OF SUCCESS.