Unit Guide TrainingCenter Cape May

The Birthplace of the Coast Guard's Enlisted Corps

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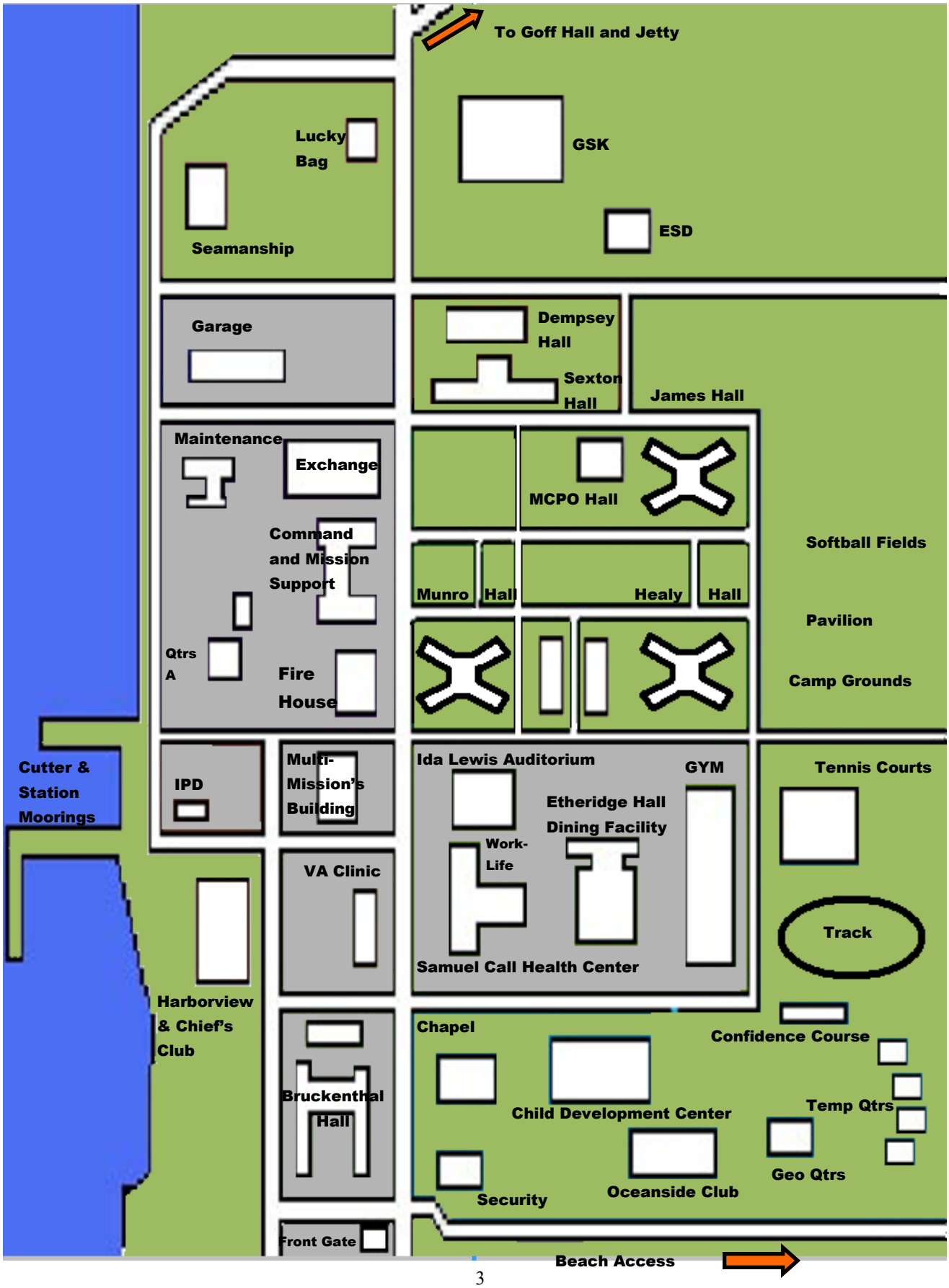
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GSK
ESD
Seamanship
Garage
Dempsey Hall
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Maintenance
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MCPO Hall
Command and Mission Support
Softball Fields
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Pavilion
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IPD
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Chapel
Confidence Course
Bruckenthal Hall
Child Development Center
Temp Qtrs
Geo Qtrs
Security
Oceanside Club
Front Gate
Beach Access

Frequently Called Numbers

Emergency Number is 911 on or off base

Base Emergency Information Line
(609) 898-6700

All Numbers are (609) 898-XXXX

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Work-Life	6882

Administration

Command and Mission Support Building

First Floor

Command Staff: (609) 898-6901

Education Services: (609) 898-6724
Contact the ESO for an appointment and more information.

Household Good Shipments: (609) 898-6330/6931
Appointments available Monday through Friday, 0800-1130 and 1300-1530

ID Cards: (609) 898-6337
Appointments available Monday and Tuesday 0800-1100 and 1300-1500 and Friday, 0800-1100

Legal: (609) 898-6902
Contact the legal office for and appointment and for more information.

Public Affairs Officer: (609) 898-6362

SATO Travel: (609) 898-6317
Appointments available for recruits and PCS orders only.

Second Floor

Maintenance Branch: (609) 898-6401
Maintenance department: (609) 898-6946
For emergencies after hours, contact the TRACEN OOD: (609) 898-6915
To place a work order for TRACEN housing repair or maintenance, please use the following web address: http://www.uscg.mil/hq/capemay/activeduty/FEMAIN.asp

Mutual Assistance/ Decedent Affairs: (609) 898-6909

Servicing Personnel Office (SPO): (609) 898-6828/6439

Base Security/Police Department

Security Building Main Hours: M-F 0745-1600

Office: (609) 898-6915

Front Gate: (609) 898-6225

Emergency: 911

http://www.uscg.mil/hq/capemay/Information/Security.asp

Here at the Coast Guard Police Department we sincerely hope that you have the best possible tour and we aim to keep you and your family safe and secure. Please contact us with any safety or security issues that arise.

Arrival

All vehicles driving on TRACEN Cape May are required to have a military ID card holder present in the vehicle. Training Center Cape May is a CLOSED military base and has only limited access to the general public. All guests must receive a Guest Pass from the Security Building. Contact security for additional information regarding access for guests.

Traffic

There are a few things you need to be aware of on TRACEN Cape May including a few unique items you will not find on other Coast Guard Bases. Here are the top 5:

1. Unless otherwise posted, the maximum speed limit on base is 20 mph. The maximum speed limit in the Housing Area is 25 mph.

2. Stop and yield to all marching formations (7 or more individuals), pedestrians, and cyclists.

3. Vehicles traveling in the same direction as a marching formation are prohibited from passing/overtaking a formation from the rear. Vehicles traveling in the opposite direction of a marching formation may pass using extreme caution, and shall not exceed 10 mph within a 50 foot radius.

4. Operating a motor vehicle is prohibited during morning colors (0800) and evening colors (sunset). During colors you are required to bring your vehicle to a complete stop and place in park until colors are complete.

Drivers shall not use a handheld cellular phone or electronic device while operating a vehicle on base. Drivers should pull over to the side of the road and ensure the vehicle is in park before using a cellular device, including hands free devices.

Bicycles

Bicyclists are required to wear a safety helmet to ride the bicycle onboard the Training Center.

Motorcycles

Motorcyclists are required to wear all mandated personal protective equipment. All motorcyclists will be directed to the Security building to receive a motorcycle pass on their first arrival to the Training Center to verify completion of a valid safety course.

9-1-1 System

Unlike most Coast Guard facilities, TRACEN Cape May is able to provide full service Police, Fire, and Medical services. All Emergency Response Operations are run from a centralized dispatch. From a base phone, you simply need to pick up the phone and dial 9-1-1.

We need everybody to be mindful of is how to contact the base-wide 9-1-1 system from your cell phone. The direct line to the base-wide system is (609) 898-6333. We recommend that you program this number into your cell and label it Base 911. That way the call will go to the proper receiving center and won't delay any emergency response.

Housing Area

Speeding through the housing areas along both Pennsylvania and Delaware Avenues is very dangerous. Posted speeds are 25 mph. Each of our housing units has children. High Speeds put the residents and children who play in the housing area at significant risk, not to mention other drivers. Be aware of stopped school buses. Although Pennsylvania Ave is a very wide street, it is still unlawful to pass a stopped school bus.

Personal Firearms

Personal firearms are not allowed on the Training Center. If you need temporary storage of your personal firearm, check in at the security building. This includes concealed carry permits.

Local Police Department Contact Numbers

CITY OF CAPE MAY	609-884-9500
LOWER TOWNSHIP	609-886-1619
MIDDLE TOWNSHIP	609-465-8700
NJ STATE POLICE	609-882-2000
WILDWOOD CREST	609-522-2456
WILDWOOD	609-522-0222
WEST WILDWOOD	609-522-2396
NORTH WILDWOOD	609-522-2411
STONE HARBOR	609-368-2111
AVALON	609-967-3411
DRBA/CAPE MAY-LEWES FERRY	609-889-7260
SEA ISLE CITY	609-263-4311
OCEAN CITY	609-399-9111

Chapel

The Guardian of the Sea Chapel

The Chaplain Office: (609) 898-6974
Monday through Friday, 0730-1600

Chaplain Locator
http://www.uscg.mil/chaplain/locations
(855) USCG–CHC/ (855) 872-4242

Chaplain Resources

The chaplains at the U.S. Coast Guard Training Center, Cape May, New Jersey provide pastoral care and counseling for recruits, permanent party members, civilians and their family members. Additionally, the chaplains provide coverage for base housing occupants, units afloat and tenant commands.

The Guardian of the Sea Chapel is Staffed by both Catholic and Protestant Chaplains and has services every Sunday.

Guardian of the Sea Religious Services

On Base Protestant Services	Sundays, 0815
On Base Catholic Mass	Sundays, 1000

Off Base Services Available

Beth Judah Temple (Jewish)
Spencer and Pacific Avenues, (609) 522-7541
Wildwood, New Jersey
Saturdays, 0900-1215

St. Demetrius Greek Orthodox Church

321 St. Demetrius Street, (609) 522-0152
North Wildwood, New Jersey
Sundays, 0930-1230

The Church of Jesus Christ of Latter-Day Saints (Mormon)

803 Hand Avenue, (609) 465-2558
Cape May Court House, New Jersey
Sundays, 0900-1200

Seventh-Day Adventist of Cape May Court House

Route 9 and 4th Avenue, (609) 465-5732
Cape May Court House, New Jersey
Saturdays, 0900-1200

Jehovah's Witness of Cape May

Seashore Road and Town Bank Road, (609) 884-8611
North Cape May, NJ 08204
Sundays, 1000-1100

Counseling & Chapel Program

All visits and calls to the chapel are **confidential**!

We handle all American Red Cross emergency messages received/recorded/delivered for Training Center Cape May

We partner with the American Red Cross on Operation Fireside whereby recruits can visit a local family for Thanksgiving and Christmas.

We are a stop for Santa Claus during the Christmas season and provide support to holiday ceremonies.

We provide prayers for on base ceremonies.

We provide prayers for departing underway cutters and burials at sea

Visitations are available by chaplains to all hands upon admittance to local hospitals in New Jersey as they occur.

Use of the chapel is available for appropriate ceremonies.

Child Development Center (CDC)

CDC Building

CDC Number: (609) 898-6921/6920
Emergency/Closing Information: (609) 898-6700

http://www.uscg.mil/hq/capemay/activeduty/Child_Development.asp

The CDC hours are Monday through Friday, 0630-1700
Closed on all federal holidays

Purpose:

The purpose of the Child Development Center Program is to provide onsite quality child development programs at an affordable rate to children of Team Coast Guard parents.

The CDC is designed to meet the needs of children in a safe, loving environment. We believe:

- Every child should be respected and accepted for his/her individuality.
- Learning occurs naturally in an environment that encourages and accepts the growth of each child.
- Children learn about their world through exposure to many experiences, their exploration in creative play, and the development of positive self-esteem and interpersonal relationships

Eligibility:

Children are accepted at Coast Guard CDCs according to the following priorities (COMDTINST M1754.15):

- Single parents, whether active duty or civilian Coast Guard employees (paid from either appropriated or non-appropriated funds)
- Active duty or civilian Coast Guard employees
- Active duty DOD employees
- Civilian DOD employees
- Employees of DHS and other Federal agencies
- DHS contractors
- Community at large (placed in top tuition bracket)

Programs and Services:

The CDC has various programs designed for ages six weeks to pre-K. Each program has the child's safety and development attributes in mind.

Call the CDC for more information on their programs, regulations and policies. The CDC maintains accreditation with the National Association for the Education of Young Children.

Coast Guard Exchange

Exchange

MarketPlace Hours:

Monday through Friday, 0900-1800

Saturday, 0900-1700

Sunday, 1000-1700

Please call for holiday hours

(609) 898-6346

http://www.cg-exchange.com

Or visit

https://www.facebook.com/CoastGuardExchange

Post Office hours are Monday thru Friday, 1100-1330

(609) 898-6573

Dempsey Hall

The Barber Shop hours are Tuesday thru Friday, 0800-1530
(609) 898-6939

The Laundromat hours are Monday, Tuesday, Thursday and Friday, 0900-1400
(609) 898-6353

The Tailor Shop hours are Monday thru Friday, 0730-1200 / 1230-1600 for your tailoring and dry cleaning needs.
(609) 898-6906

Education Services

Command and Mission Support Building
Room 113 (First Floor)

The Education Services hours are:
Monday through Thursday, 0730-1630

(609) 898-6724

http://www.uscg.mil/hg/capemay/Education/ESOmain.asp

And

http://www.uscg.mil/hq/capemay/Education/updates.asp

TRACEN Cape May is one of only about 50 units in the Coast Guard with a full-time Education Services Officer (ESO). The ESO's whole purpose is to help you (military, civilian or dependant) with the educational aspects of your professional and personal development.

Information such as obtaining a college degree, CLEP tests, certifications, career transitions and development, distance learning, and financial aid is available.

Walk-ins are welcome but we request that you make an appointment either by e-mail or by phone.

Galley

Etheridge Hall

(609) 898-6235/6934

Permanent Party and Residents

The galley provides an array of meal items along with a grill to order, soup, salads, sandwiches and desserts.

Cost varies with the most current government meal rate.
http://www.defensetravel.dod.mil/site/faqmeal.cfm

Monday through Friday

Breakfast: 0630-0745
Lunch: 1130-1300
Dinner: 1630-1730

Saturday, Sunday and Holidays

Breakfast: 0630-0800
Lunch: 1130-1300
Dinner: 1630-1730
Sunday Brunch: 0900-1300
(In lieu of lunch)

Entrance from the front of the building is only for recruits. Please use the entrance on the side closest to the clinic.

Eagles and Anchors Mess

There is an Eagles and Anchors Mess in Etheridge Hall for meals and command functions on the permanent party side of the galley. All Chiefs and Officers are welcome.

Gym and Pool

SA William R. Flores Gymnasium

(609) 898-6973

http://www.uscg.mil/hq/capemay/activeduty/MWR_facilities.asp

****Gym**

Monday through Friday: 0500-2100

Saturday and Sunday: 0900-1800

**Recruits may be using the facilities at certain times, especially during the winter or adverse weather conditions. Please check with the gym for availability.

Open to all active duty, civilian employees, dependents, retirees, auxiliarists, active duty reservists, local police (specific times apply, contact the gym for more information), and guests (must be with sponsor at all times).

Dependents and guests under the age of 14 are not allowed in the weight room and must be accompanied and supervised by someone 17 years or older in all other areas.

Civilian employees and local police are not permitted to bring guests.

PLEASE NOTE: Racquetball courts, treadmills and stair masters are for active duty only during lunch hours.

Locker rooms with showers are provided. Temporary lockers are available for rent. See the gym staff for more details.

Ear piercings are not permitted to be worn by male patrons. Proper attire must be worn at all times. No clothing or accessories that are:

- Excessively revealing
- Sexually explicit
- Drug, alcohol, tobacco or gang-related

All patrons are subject to random ID checks.

Multi-Purpose Basketball Gym

There are six basketball hoops which include one full size court or two half court play areas and a volleyball court. In addition, the gym is frequently used for other events throughout the year. See MWR for equipment

Racquetball Courts

There are two courts with one of the courts equipped to be set up for wallyball. Equipment available at the MWR Office includes racquets, racquetballs and eye protection. Reservations are taken daily from 0800 to 1100 for play on that day only. No advance reservations.

Weight Room

There is a full array of free weights, CYBEX equipment (60 pieces) and cardio equipment. There is also a cardio theater room available for use; it is located in the main entrance area of the gym.

Pool

Open Swim—Active duty, civilian employees, dependents, auxiliarists, active duty reservists, retirees, local police and guests

Monday-Friday

1800-2045

Saturday

1230-1700

Sunday

0900-1300
1600-1745

Lap Swim—Active duty, civilian employees, dependents, auxiliarists, active duty reservists, and retirees

Monday-Friday only

0645-0745
1130-1300

Health Center

Samuel J. Call Health Service Center

The Clinic hours are:

Monday, Tuesday, Thurday and Friday, 0700-1130 and 1300-1600

Wednesday, 0700-1100 and 1230-1600

Routine medical appointments are for follow-up care, long term care, non-urgent care (*greater than 24-48 hours)* and other care of a routine nature. It is requested that you check in 20 minutes prior to your scheduled appointment. If you cannot keep your appointment, please call 24 hours in advance.

Acute care appointments are for illnesses or injuries that have occurred *within the last 24-48 hours*. An appointment may be made by calling for an appointment Monday through Friday, 0730-0830.

Urgent care for medical illness and injuries can walk in or call for an appointment at any time.

For Emergencies, call 911

http://www.uscg.mil/hq/capemay/SupportServices/Medical.asp

Clinic Supervisor: (609) 898-6277

Dental Appointments: (609) 898-6960/6602

Medical Appointments/Front Desk: (609) 898-6610/6366

Optometry Clinic: (609) 898-6607

Patient Affairs/Referral Management: (609) 898-6966/6965

Pharmacy: (609) 898-6863

Physical Therapy: (609) 898-6287

The Clinic

The Health, Safety, and Work-Life (HSWL) Regional Practice Cape May is staffed by 12 Public Health Service Officers, 5 Coast Guard Physician Assistants, 1 Coast Guard officer, 1 Civilian Physician Assistant, 1 Civilian Dentist47 Health Service Technicians and 43 civil service and contract staff.

The dispensary is a large sized ambulatory care facility providing medical services delivered by family physicians, a physical therapy department, a dental clinic, optometry services and a psychiatrist. The dispensary provides services to approximately 50,000 patients annually. The pharmacy fills over 23,000 prescriptions per year.

Dental

Dental services are available for active duty and recruits.

Non-prescription Medication Program

The Samuel J. Call Health Center Pharmacy operates a non-prescription medication program for military beneficiaries. A beneficiary family is limited to a maximum of two items per week from the program. Over the counter medications and other items contained on this list are available from the pharmacy during normal business hours. Items such as children's acetaminophen, ibuprofen, chap stick, bacitracin ointment, condoms, cold preparations, athlete's foot powder and others are available free of charge (as funding is available). Certain conditions may preclude eligibility for this program such as: age, budget, flight status, chronic health conditions, etc. Questions about this program may be directed to the pharmacy at (609) 898-6863.

Optometrist

A licensed optometrist staffs the optometry clinic. This clinic provides eye care services to active duty and recruits; all others are on a space available basis.

Patient Affairs

Two trained Health Benefits Advisors (HBA) staff the Patient Affairs department. The Patients Affairs office is located on the first floor of the dispensary to provide advice and assistance to patients seeking medical care from military or civilian providers. The Patient Affairs staff counsels patients in all aspects of TRICARE and TRICARE Family Dental Plan benefits and is available for lectures on all TRICARE subjects and general health services. This department also assists patients with referrals and consultations to military and civilian sources of care, performs bill processing functions for authorized services and arranges transportation (government vehicle) to local and distant health care facilities for recruits. The HBA is available Monday through Friday, 0700-1130 and 1300-1530. You can call the HBA by dialing (609) 898-6966 and follow the menu options to the Patient Affairs office.

Pharmacy

A registered U.S. Public Health Service Pharmacist and two pharmacy technicians staff the pharmacy. Pharmacy services are provided Monday through Friday, 0700-1130 and 1300-1530 with the exception of Tuesday mornings from 1030-1130. The dispensary formulary is composed of medications regularly prescribed by our staff members for active duty. Refill service is available by calling our refill line at (609) 898-6748.

Physical Therapy

A licensed and certified U.S. Public Health Service Physical Therapist and a physical therapy technician staff the physical therapy department. Physical therapy is located on the first floor of the dispensary. Appointments are made by referral through a medical officer. This clinic provides physical therapy services to all beneficiaries.

TRICARE Enrollments

If you are an active duty member new to the Cape May area, you must enroll in TRICARE Prime; the clinic will be assigned as your Primary Care Manager (PCM). You may also bring your dependants to enroll them in TRICARE Prime. However visiting HNFS.com or calling 1-877-TRICARE (874-2273 is preferred. If they are already enrolled in another region, they must complete an Enrollment Change Form or call HEALTHNET to change their PCM. Dependants that were in TRICARE Standard in another area and wish to remain TRICARE Standard do not need to complete any forms; they must only ensure that their Military Identification card is current and their address has been updated in DEERS.

DEERS: Incorrect DEERS information may cause delays in receiving referrals and cause claims to be processed improperly resulting in you or your dependents being charged for covered medical benefits. Please update your address and dependent information upon reporting aboard AND with any subsequent changes: www.tricare.mil/deers

Signing up on www.mytricare.com is a quick and easy way to find providers, monitor referrals, authorizations and access to your Explanation of Benefits (EOB). Additional information regarding provider searches and the mail order Pharmacy program is available on the web at www.hnfs.com.

Please note that the clinic is not a PCM for active duty family members or retirees. Those beneficiaries enrolled in TRICARE Prime, Prime Remote and TRICARE for Life are NOT eligible for care in this facility. TRICARE Standard beneficiaries may be seen on a "space available" basis by calling-in for a same day appointment after 10am.

Additional assistance is available by contacting:

TRICARE at 1-877-874-9378 and CG HBA at 1-800- 942-2422.

Psychiatry

A licensed and certified contract Psychiatrist and a licensed and certified contract Social Worker staff the Psychiatry department. Dependents in need of Mental Health services may seek services in the civilian sector utilizing their TRICARE benefits or access services through the **CG SUPRT**, available 24 hours a day, 365 days a year at : 855-CG-SUPRT (855-247-8778) or online at **www.cgsuprt.com.**

Housing

Ida Lewis Building

Office hours are Monday through Friday, 0730-1600

Housing Office: (609) 898-6918
http://www.uscg.mil/hq/capemay/activeduty/Housing.asp

Maintenance Branch: (609) 898-6401/6946
http://www.uscg.mil/hq/capemay/activeduty/FEMAIN.asp
For emergencies after hours, contact the TRACEN OOD at (609) 898-6915

Guest Quarters
http://www.uscg.mil/hq/capemay/activeduty/MWR_Temporary_Quarters.asp

TRACEN Cape May housing is comprised of 172 Coast Guard owned housing units. Eligibility for family housing is governed by the Coast Guard Housing Manual. Coast Guard managed housing is designated for military personnel assigned to Training Center Cape May and associated tenant commands. Normally, only personnel expected to be in the area more than one year will be assigned to housing except in special situations as determined by the Housing Officer. For humanitarian reasons, unusual personal situations may supersede other considerations in assigning family quarters. Such assignments will be made after consultation with the Work-Life or other required staff.

The Housing Office makes all assignments to quarters. Upon confirmation that the quarters are ready for occupancy, custody will be turned over to the Housing Office. The unit will be assigned to an eligible member from an applicable waiting list. Non-acceptance of assignment will result in removal from the current waiting list. Members may then re-apply and will be placed at the bottom of the current waiting list, if applicable. Upon notification of assignment, the member and a Housing Inspector will jointly inspect the quarters. A check-in inspection report will be prepared and, upon acceptance of the unit by the member, applicable BAH entitlements will cease. Once adequate quarters have been assigned and remain adequate, a move for the individual's convenience will be at the housing authority's discretion and at the member's expense.

Please go to the Housing Office web address, then click "Application Process" or contact the Housing Office for more information.

There are also self-help tools and garden equipment, such as lawn mowers and weed whackers,

available for check out from the Housing Maintenance Shop. Equipment check out is available on Tuesday 0800-1200, Thursday 1230-1630 and Saturday 0800-1300. Contact the Maintenance Branch for more information.

Rentals

As with most areas that are summer tourist driven, finding a year-round rental property in the Cape May area can be challenging. The housing office, local newspapers and realtors (some maintain year-round rental information) may be a good option. Another is to view listings in the Automated Housing Referral Network (http://www.ahrn.com). Contact the MWR staff as (609) 898-6922 for information on guest housing or visit the web address above.

Legal

Command and Mission Support Building

Hours are Monday through Friday 0730-1600

(609) 898-6902

http://www.uscg.mil/hq/capemay/SupportServices/Legal.asp

Training Center Cape May has an on-site legal assistance office. As duty permits, the Staff Judge Advocate (the attorney for the Commanding Officer) is available to assist those eligible with legal assistance matters. Legal Assistance may be provided to active duty members of the U.S. Armed Forces and their dependents; members of the reserve components serving under orders on active duty for any period or when scheduled for deployment (including dependents of reservists in the above described status), retired members of the U.S. Armed Forces and their dependents; and dependent survivors of active duty and retired members. This no cost service allows members to receive advice and assistance on matters involving family law, estate planning, consumer law, landlord-tenant relations, notary services, immigration, income tax or many other topics. Please call for an appointment.

Other legal sites

NJ Courts: Atlantic/Cape May Counties - http://www.judiciary.state.nj.us/atlantic/index.htm

USCG Legal Assistance - http://www.uscg.mil/lsc/legal_assistance_program_norfolk.asp

Armed Forces Legal Assistance Locator - http://legalassistance.law.af.mil/content/locator.php

Quick tips for moving to New Jersey*

Article 2, §1, ¶5 of the New Jersey Constitution states that military personnel who are transferred into the State do not automatically become residents. This protection does not extend to spouses or dependents.

Section 571 of the Servicemembers Civil Relief Act states that servicemembers do not automatically become residents of New Jersey for personal income tax purposes if they move here in compliance with military orders. The same tax protection applies for certain qualifying spouses again, for income tax purposes only.

Servicemembers stationed in NJ are still responsible for sales and property tax.

Servicemembers ordered into NJ who do not elect to become NJ residents generally may: (1) retain their home state drivers license if it is held in compliance with the laws of their home state; and (2) maintain current vehicle registration in their home state for their personal vehicle. NJ Stat. 39:3-15 & 17.1.

Civilian spouses or dependents, on the other hand, should: (1) obtain a NJ drivers license within 60 days of moving into the state, or before their expiration date, whichever is sooner; and (2) register their personal vehicle within 60 days of moving into the state, or before their registration expires, whichever is sooner. *Id*.

Under the Uniformed and Overseas Citizens Absentee Voting Act, servicemembers, as well as their spouses and dependents, may vote in federal elections by absentee ballot if they are absent from their place of residence, where they are otherwise qualified to vote, due to military

service (*i.e.* being ordered to NJ). 42 U.S.C. §§ 1973ff *et seq.* Many states will provide absentee ballots for state and local elections as well.

For most servicemembers, it is preferable to maintain a single state for tax, voting, drivers license and car registration purposes. But use caution—the rules for servicemembers and their spouses can vary.

NJ requires a license to operate powerboats on non-tidal waters only. NJ Stat. 12:7-72. However, with few exceptions, all operators of powerboats (including jet skis) in NJ waters must have completed a safety course, regardless of where the boat is operated. NJ Stat. 12:7-61. Nonresident military personnel who present written proof of completing a comparable out-of-state boating safety course are exempt from both requirements. All non-US documented powerboats, and sailboats greater than 12', regardless of where they are operated, generally need to be registered in NJ if berthed in the state for more than 180 consecutive days. NJ Stat. 12:7-34.38.

NJ firearms laws are more restrictive than most other states. You may generally not possess a privately owned assault weapon or large capacity magazine (greater than 15 rounds) even in your home. NJ Stat. 2C:39-1. You may, without a permit, move in or out of NJ with an otherwise legal (non-assault, non-large capacity) rifle or pistol if it is unloaded and in a locked case or in the trunk of a vehicle. However, with few exceptions, you generally cannot possess firearms outside of your home without a license. NJ Stat. 2C:39-5,6 & 58-3.

*These tips are general guidelines do not constitute legal advice. Legal requirements may vary depending on individual circumstances. If you have questions concerning what the law requires, you should contact the legal office or an attorney of your own choosing.

Morale, Well-Being and Recreation (MWR)

CG Exchange Building

The MWR office hours are Monday through Friday 0900-1600

(609) 898-6922

http://www.uscg.mil/hq/capemay/activeduty/MWR_Program.asp

http://www.uscg.mil/hq/capemay/docs/MWREvents.pdf

MWR is a comprehensive network of support in which leisure programs and services are provided to improve the quality of life of service members, their families, and other eligible patrons. MWR strives to create a home community feel and promote a fun and healthy environment at the U.S. Coast Guard Training Center Cape May. Some of the programs offered are listed below.

Morale Programs

The MWR office organizes a wide variety of all hands events such as Coast Guard Day, Octoberfest, Christmas parties, youth activities and field trips along with many competitions programs such as softball, basketball, volleyball, golf, skiing, and various tournaments. There is also a ticket reimbursement program for movies and other events. Contact the MWR office for more information or if you would like to receive their monthly calendar of events.

Guest Quarters

Guest quarters consist of six fully furnished two-bedroom units, each with a living room, kitchen and full bathroom. The units are equipped with essential housing items for everyday living needs. To keep the daily rental rate at a minimum, maid service is not provided. Contact MWR for restrictions, regulations, rates and eligibility requirements. Contact the MWR staff for information on temporary housing.

Camping

TRACEN has a campground that consists of eight tent-only campsites located just south of the softball field. Each site has a picnic table, fire ring and trash/recycling receptacle. Visit the MWR web address for more information.

Archery Range

An archery range has been established on base for the use by all active duty, reserve, and retired members. The use of the range requires the archer to visit the MWR office to fill out the required paper work and obtain a pass.

Picnic Pavilion and Jetty Fishing

A covered picnic pavilion is offered on a first come, first serve basis. Drop by MWR to fill out a reservation form. TRACEN's jetty area is known for outstanding fishing opportunities. Passes can be obtained from the Training Center's Main Gate. There are restrictions and requirements.

Lucky Bag Locker (located across from GSK)

Sells slightly used uniforms for pennies on the dollar. Open for active duty on Thursdays from 1000-1300 and Coast Guard Auxiliary every 2nd and 4th Friday. Cash only.

Base Theater (Ida Lewis Auditorium)

The bases provides free films one Fridays a month from October to May for children. Children under 12 must be accompanied by an adult. Contact MWR for movies and times.

All Hands Clubs

The MWR operates two all hands clubs: the Harbor View and the Oceanside. Oceanside Club is available for rental. Contact the event coordinator (6396) for rates and availability

Harbor View Club

Kitchen Hours

Tuesday-Friday
1700-2100

Wednesday Lunch
1100-1300

Saturday
1900-2200

Sundays and Mondays
Closed

Bar Hours

Tuesday-Friday
1630-2200

Saturday
1900-2300

Chief's Club (located next to Harbor View Club)

The Chiefs club is a self-run entity, not affiliated with MWR. It is a great place to gather with fellow Chiefs after work for discussion and fellowship. The club is open to Active Duty and Reserve Chiefs as well as CPOA members. The CPOA Cape May Chapter runs the bar area. In accordance with Coast Guard regulations, only beer, ale, and non-alcoholic beverages are available. All drinks are paid for by donations on the honor system. Suggested donations are listed. If you consume alcohol, please plan ahead and drink responsibly.

The Chiefs club does not have set hours and is open by demand / as needed. Most active duty chiefs and selected members of the CPOA have keys to access the club. Visiting Chiefs and CPOA members can also contact the OOD to unlock the club. The Chiefs club can be reserved by a member for personal functions on a first come-first serve basis not to interfere with any command sponsored meetings or events. Contact the Chief of the Mess for further information

Oceanside Community Club

The Oceanside Community Club is used for special events and does not have daily use hours. The dining room area seats 106 guests.

Gear Locker

There are various morale equipment available for a low cost or no cost. Below is some of the gear available. Contact MWR for more information.

Athletic Gear

The Athletic Gear Issue Room is open during the gymnasium complex's normal operating hours. The following equipment is available at no charge:

Basketball	Racquetball	Jump Ropes
Tennis	Soccer	Softball
Speed-bag	Volleyball	Badminton
Wally Ball	Football	Horse Shoes

Recreation Equipment (Rental Fee Associated)

Tents (2-person)	Rotor—Tiller	Volleyball
Tents (4 and 6-person)	Pop-up Camper	Air Mattress
Camp Stove	Flatbed (5x10)	Canopy Tent
Camp Lantern	Cooler	Power Washer
Backpack	Fishing Rods (Boat and Surf)	Log Splitter
Badminton	Golf Clubs (7 daily max.)	Cargo Carrier (6x10)
Cot	Horseshoe Set	Bicycles

Water Sports

2 Sunfish Sailboats	2 Canoes
4 Single Kayaks	1 Double Kayak
2 Stand Up Paddle	

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Ombudsman

Human Resources Health, Safety and Work-Life

tracencmombud@hotmail.com

http://www.uscg.mil/worklife/ombudsman.asp

The Ombudsman serves as a link between a Coast Guard command and the families of the command. An Ombudsman can assist families in locating resources, communicate information from the command to the families and take concerns of families to the command.

The Ombudsman is a volunteer (who may be a spouse, reservist or auxiliarist) who is designated by a command and serves as a link between the command and families by assisting the command in its functions of providing information and related services to families regarding sources of assistance available to them, Coast Guard and command policies, and activities of interest to family members.

There are several Ombudsmen here in Cape May who serve the TRACEN and its tenant commands. Ask your supervisor, sponsor or the Family Resource Specialist (609) 898-6885) who your Ombudsman is or contact the above e-mail address. This is a great resource for the family that should not be overlooked!

Private Associations

Chief Petty Officers Association (CPOA)
Cape May Chapter

The Cape May CPOA is made up of active, reserve and retired E-7 through E-9s. They are dedicated to teaching and mentoring and are a supporting force for the Coast Guard command, their families and community endeavors. Normally, meetings are every third Wednesday of the month at the Chief's Club. Contact the Association President or Vice President for more information.

http://uscgcpoa.org/

Coast Guard Enlisted Association (CGEA)

A private organization, formed under the CPOA, our purpose is to assist our fellow shipmates, command, and community. Many enlisted folks and their families have received monetary donations when life changing events occur such as the blessed birth of a child or untimely occurrence of a house fire or unfortunate passing of a loved one. We raise this money through voluntary donation activities such as bracelet sales at recruit graduation. We remain positive, focused and have fun along the way.

Jersey Cape Military Spouses' Club (JCMSC)

The purpose of the Jersey Cape Military Spouses' Club (JCMSC) is to promote the morale and well-being of uniformed personnel and their families. The club aims to do so by engaging in charitable social activities and to annually provide monetary education awards to college bound or current college students.

http://www.uscg.mil/worklife/spouseclub.asp

TRACEN Cape May Officer's Association (TMCOA)

The Training Center Cape May Officer Association (TCCMOA) is made up of active, reserve and retired military officers, members of the Military Officer Association of America (MOAA) and senior civilians. The mission of TCCMOA is to encourage esprit de corps among officers and senior civilians while providing support to Coast Guardsmen and their families. TCCMOA Officer Socials are held the fourth Tuesday of every month at the Harborview. Contact the Association President or Vice President for more information.

http://www.moaa.org/

Tenant Commands

Multi-Mission Building

Station Cape May
(609) 898-6995

Cape May Aids to Navigation Team
(609) 898-6987

CGC Finback (WPB-87314)
(609) 898-6993

CGC Ibis (WPB-87338)
(609) 898-6870

CGC Mako (WPB-87303)
(609) 898-6972

Command and Mission Support Building

Coast Guard Investigative Service (CGIS)
(609) 898-6999

210' Medium Endurance Cutter

CGC Dependable (WMEC-626)
(609) 898-6293

Building 282

Industrial Production Detachment
(609) 898-6984

Building 296

Electronic Support Detachment Cape May (ESD)
(609) 898-6600

Veterans Affairs Clinic

VA Outpatient Clinic
Office hours 0800-1630
(800) 461-8262 Ext 2851
(800) 461-8262 Ext 2866

Unaccompanied Personnel Housing

Bruckenthal Hall

Office hours are Monday through Friday 0800-1530

http://www.uscg.mil/hq/capemay/activeduty/Barracks.asp

(609) 898-6220

The UPH comprises of 73 permanent party rooms, 10 transient, 4 duty, 7 VIP rooms. The net living area of the average permanent party berthing room, excluding the private bathroom, is about 320 square feet. Each room is provided with a separate three-fixture bathroom that includes a toilet, shower and sink. The basic furnishings provided for each member are a bed, nightstand, locker, desk, wastebasket, lamp and a desk chair. Each room contains a fridge for use by all occupants assigned to the room. Basic bed linens will be issued to personnel upon check-in. Permanent party personnel in pay grades E-4 and above will be assigned to a private room. Permanent party personnel E-3 and below will be assigned two persons to a room. Single personnel should contact the Master at Arms (MAA) at (609) 898-6220 for room availability.

Some barracks rules are below:

- The possession of any type of weapon is prohibited. Members with such items should contact the TRACEN security office at (609) 898-6915.
- Incense, candles, and/or open flames are NOT permitted. Flammable liquids and other heating devices such as space heaters or electrical blankets are also prohibited.
- Smoking is NOT permitted anywhere in the barracks. Designated smoking areas are located behind building 254 between the two wings and behind building 255 only.
- All personnel shall be appropriately attired when outside of their room. Males are prohibited from wearing earrings while on board.
- Laundry facilities are located in the common area and are for residents only.
- Residents 21 and over are permitted to consume beer (no more than one 6-pack) and ale in their OWN room. Wine and hard liquor are not permitted.
- The parking lots for UPH occupants are located adjacent to Massachusetts and Diligence Avenues. Vehicles found parked in posted “No Parking” areas will be ticketed.
- The maximum number of non-resident guests is two. Guests are only allowed in the UPH from the hours of 0800-2200.

Uniform Distribution Center

The Uniform Distribution Center (UDC) services the needs of the men and women who carry out the varied missions of the Coast Guard. We supply high quality uniform items quickly and efficiently with an overall commitment toward customer service.

Dempsey Hall

(609) 898-6746

http://www.uscg.mil/hq/cg1/udc/

Cape May Over-the-Counter Sales
Thursdays Only 0800-1500

Woodbine Over-the-Counter Sales and Auxiliary Sales

Monday through Friday 0800-1430

Woodbine UDC Address

414 Madison Avenue
Woodbine, NJ 0827

(609) 861-7909
Toll-free: (800) 874-6841

Work-Life

Ida Lewis Building

The Work-Life staff hours are Monday through Friday 0730-1630

http://www.uscg.mil/hq/capemay/activeduty/WorkLife.asp

Coast Guard Support Program

http://www.cgsuprt.com

(855)CGSUPRT (247-8778)

Substance Abuse Prevention Specialist: (609) 898-6924

The Substance Abuse Program is intended to provide resources regarding training, education, treatment and administrative processing that supports the Coast Guard's policy governing substance use, abuse and chemical dependency for Active Duty Coast Guard members.

The following definitions apply to the Substance Abuse Program:

- **Substance Abuse Prevention Specialist (SAPS)** — Detached personnel located at major headquarters commands as full-time addiction prevention facilitators.
- **Command Drug and Alcohol Representative (CDAR)** — Unit members who serve as consultants and advisors to their parent command in the administration of the unit Substance Abuse Prevention Program. CDARs are not counselors and should not be perceived or utilized in a counselor capacity.

Information regarding the Substance Abuse Program is not confidential. However, personal, member information pertaining to substance use, abuse and chemical dependency is strictly confidential and shared only on a "need to know" basis.

Employee Assistance Program Coordinator/Sexual Assault Response Coordinator: (609) 898-6731

Provides preventive education in life-skills areas, crisis management and resource referrals. To help active duty and family members make independent, informed decisions to improve their quality of life.

The EAPC can provide:

- Suicide Prevention, Assessment, Intervention and Therapeutic Referral
- Critical Incident Stress Management (CISM) Program Management, Coordination, Partnerships
- CISM Incident Coordination (Debriefings, Defusings and Demobilizations)
- CISM Training (Pre-Incident, Basic, Peer and Advanced)

- Consultant, Mental Health (Individuals and Commands)
- Victim-Witness Advocacy Program
- Rape/Sexual Assault Victim Advocacy
- Sexual Assault Response Program
- Workplace Violence Prevention Program
- Lifeskills Training
- American Red Cross Liaison

Equal Opportunity Advisor: (609) 898-6798

The Equal Opportunity Advisor (EOA) is trained to be a civil rights specialist who provides civil rights services, at field-level, to both military and civilian members. The EOA becomes an expert in CG policies, Civil Rights laws, and providing guidance and assistance. The EOA can assist with issues that may arise for all Coast Guard members based on the protected categories of race, color, national origin, gender or beliefs. Civilian members have additional protections based on age, disability, sexual orientation, etc.

The EOA at TRACEN Cape May's area of responsibility is all CG units in the state of New Jersey including Sector New York. Primary responsibility at TRACEN is training all recruits and employees with the required classes of Human Relations Awareness and Sexual Harassment Prevention. The recruit training focuses on the origin of discrimination and unique challenges of recognizing and dealing with negative prejudice, bias and stereotypes. The EOA also assists area units with their Human Relations Council and cultural heritage observances.

Family Advocacy: (609) 898-6925

The Family Advocacy Program is a Congressionally mandated program intended to prevent and reduce the incidence of family violence and create an environment of intolerance for such behavior. Education and proper intervention and rehabilitation services result in prevention of the escalation of violence, serious injury and homicide. Services are provided to retain productive members in their careers and to support the accomplishment of the Coast Guard mission.

The following services are available:
- Victim safety planning
- Domestic Violence Assessment and Rehabilitation
- Referrals to Mental Health Providers for diagnostic assessments
- Referrals to Anger Management, Parenting Classes, Couples Communications and Substance Abuse Programs
- Ongoing case management by the FAS until successful resolution
- Referrals for financial assistance for victims
- Any other services/resource required to address the abusive situation

Family Resource Specialist: (609) 898-6885

The services that can be received from the Family Resource Specialist include Special Needs training for units, information about the Coast Guard's Special Needs Program, assistance in the enrollment process, information and referrals to community support services and management of Special Needs case records.

The Family Resource Specialist can assist spouses living in government owned or leased housing to become Coast Guard certified Family Child Care providers. For individuals considering adoption of children, the Family Resource Specialist can provide the adoption application and information to participate in the Coast Guard's Adoption Reimbursement Program. Annually from January to April, family members can obtain a detailed scholarship packet listing the available Coast Guard Scholarships. Community resources by county for child and elder care programs can also be obtained from the Family Resource Specialist.

Health Promotion Manager: (609) 898-6886

The HPM oversees a wide array of programs, services and resources dedicated to encouraging healthy lifestyles. The HPM encourages the Coast Guard community to make healthier choices which improve both health and quality of life and work. The HPM can provide:

- Health Risk Appraisals: this helps the individual identify health risks and offers suggestions for ways to improve their lifestyle.
- Weight Management: seeks to help members achieve and maintain a healthy body weight for fitness and disease prevention.
- Nutritional Counseling: provides nutritional and dietary guidance for maintaining optimal health and weight.
- Tobacco Cessation: addiction to tobacco remains a primary health concern for the Coast Guard. A program is offered through TRICARE.
- Stress Management: excessive stress can have a negative impact on our health. The HPM maintains a variety of stress management resources and can provide unit training to enhance stress coping skills.

Child Development Services Specialist: (609) 898-6384

The CDSS oversees In-home family Child Care, the child care subsidy program, and child care resources.

- In-housing Family Child Care (FCC)
    - Provides application and training
    - Lists
- Child care resources and referral
- Babysitter training
- School liaison
- Child Care Subsidy

USCG Training Center Cape May

The Coast Guard's Hometown!