

U.S. COAST GUARD TRAINING CENTER YORKTOWN MWR FACILITIES GUIDE

MWR



REV 03/2010

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CG TRACEN EMERGENCY AND OTHER ACTIVITIES PHONE NUMBERS

Emergency:	856-2911
Emergency Information Recording:	856-2000
Command Duty Officer:	856-2114
Officer of the Day after 1600:	856-2354
Security:	856-2314
Medical appointments:	56-2230
Facilities Engineering:	56-2215
Chapel:	856-2778
Barber Shop	856-2389
Dry Cleaners/Tailor Shop	856-2162
CGES Main Exchange	856-2153
Langley Federal	890-0519
CGES Mariners Mart	856-2656
Subway	856-2017

Berthing Facilities

Ref: (a) Berthing Facility Regulations, TRACEN YORKTOWNINST 11103.1 (series)
(b) Parking Regulations, TRACEN YORKTOWNINST 5560.1 (series)
(c) Smoking Policy, TRACEN YORKTOWNINST 6280.1 (series)

Cain Hall Guest Quarters

Reserved for all active duty and reserve personnel (E-7 and above, GS employees) attending schools or conferences. Morale, Well-being, and Recreation (MWR), in conjunction with Contract Management operate guest quarters in Cain Hall. **Reservations for eight, regular guest rooms are required: call (757) 856-2378.**

Reservations for two, VIP -Officer 0-6+/GS-14+ are required: call (757) 856-2212/2220.

Berthing Facility Regulations, TRACEN YORKTOWNINST 11103.1 (series) available from CGWeb or see a school Yeoman, for more information.

Lafayette Hall

Reserved for all active duty and reserve personnel (E-4 through E-6) attending schools or conferences and for all reserve personnel in a drilling status, regardless of pay grade.

Lincoln Hall

Visit MWR Online: www.uscg.mil/tcvorktown/Support/MWR/default.asp

Berthing Facilities

Reserved for "A" School students.

Steuben Hall

Reserved for "A" School students. Information Recourse management (IRM), and Administration are located in this building.

Berthing Facility Services

Housekeeping services including linen and room cleaning are available for Cain Hall occupants Monday- Friday (except holidays). Linen service is available in Lafayette, Lincoln, and Steuben Halls each Monday (Tuesday if Monday is a holiday). Cleaning supplies, irons, and ironing boards, are available at the front desk in each barracks. Each barracks building has soda and snack machines, pool tables, and ping pong tables in the lounges. Each building also offers coin-operated washers and dryers.

Cain Hall Housekeeping Service

Housekeeping services are performed in all rooms of Cain Hall every day except Thanksgiving, Christmas, and New Years Day. The housekeepers provide the services listed below:

General overall cleaning of the room and toilet/shower area
Fresh towels provided daily
New bar soap provided daily
New cup provided daily
Clean linen will be placed in your room on Thursday for linen exchange on Fridays
Beds will be made with fresh linen every Friday

NOTES:

Before the housekeepers can clean your room, you must stow your personal belongings or order them neatly about the room. If you leave your room a cluttered mess the housekeepers will not clean it.

The housekeepers will make your bed on Friday only. It is your responsibility to make your bed every other day.

The DO NOT SERVICE signs are not honored during the weekday.

If a DO NOT SERVICE sign is on the door on the weekend, there will be no service of any kind rendered for that given day. (Example: no trash removal, towel etc) The front desk

Berthing Facility Services

personnel will not be able to retrieve these items at all for you. The housekeeping staff will provide service the next business day.

Maintenance

Maintenance. Report all maintenance issues promptly. Emergency issues such as lost climate control and major water leaks shall be reported immediately to the front desk staff. Non-emergency repairs shall be requested via Work Request. Routine Work Requests may be submitted via the computer kiosk located in the lobby of each berthing facility.

Utility/Water Conservation

The Hampton Roads has suffering a water shortage in the past. Please do your part to support our conservation efforts by taking quick showers and doing full loads of laundry. We also appreciate your efforts to conserve electricity by turning off the lights when you leave your room, and keeping windows closed during the heating and air conditioning seasons.

Parking and Traffic Regulations

The speed limit on base is 20 MPH unless otherwise posted. The speed limit on the Yorktown Battlefield roads is 35 MPH unless otherwise posted. Use of seat belts for all vehicle occupants is mandatory. All students must ensure they register their vehicle with the security office. Students attending "A" Schools must display a green "student" decal on the front windshield of their vehicle. Students attending "C" Schools must obtain a vehicle pass to be displayed on the dashboard on the driver's side.

Parking aboard Training Center Yorktown is at a premium.



"Handicap Parking Locations

Handicap parking is available at Training Center Yorktown near the following facilities open to visitors, retirees, and veterans:

Gym/Pool, Chapel, CG Exchange/Barber shop/Tailor shop, Craik Medical Clinic, Port of York dining facility, All Hands Club, Washington Auditorium, and Cain Hall.

The closest handicap parking spaces for Cain Hall are located in front of the entrance to the Port of York. There is also handicap parking along Perimeter Road between Elbert Hall and Taylor Hall.

CAIN HALL OCCUPANTS: Cain Hall parking lot, Yeaton Drive immediately in front of Cain Hall, and authorized parking areas of Perimeter Road.



Parking and Traffic Regulations

Base maps showing location of all parking lots are available upon request from Security at the front gate."

We appreciate your help in managing this situation. Parking. Per reference (a), student parking is authorized as follows:

LAFAYETTE, LINCOLN, and STEUBEN HALL OCCUPANTS: Lot #2, Lot #9, Lot #15, the student-designated part of Lot #4, authorized parking areas of Perimeter Road. Permanent party occupants E4 and above: Lot #1. Obtain a Lot #1 pass from the CMAA.

Motorcycle parking is available on the concrete pad in Lot #2.

Pets. Permanent party personnel may have fish aquariums if kept clean and leak free. No other pets are authorized.

Phone Messages. Telephone messages are received at the front desk of Lafayette Hall, (757) 856-2318, and Cain Hall (757) 856-2120.

Personal Weapons

Students are not authorized to bring weapons of any kind to Training Center Yorktown.

Points of Interest

Army Transportation Museum
Located at Fort Eustis

Colonial Williamsburg

Langley Speedway- (Seasonal)

NASA's Visitor's Center

*** Water Country USA-(Seasonal)**

***Yorktown Victory Center**

Busch Gardens-(Seasonal)

Kings Dominion & Waterworks

Jamestown Settlement

Mariner's Museum

Virginia's Living Museum

Yorktown Battlefield

VA Air & Space Center w/IMAX

GYM/POOL COMPLEX

856-2128

The Gym hours of operation are:

Monday -Friday 0530-2130
Saturday 0700-2130
Sunday 1000-2130
Holidays 1200-2130

The Pool hours of operation are: Monday-Friday

0600-0730**
1130-1300**
1630-1930**
1930-2100
Saturday-Sunday 1200-2100
Holidays Closed

** Lap swimming only

The Gym/Pool complex includes the following facilities:

Multi-purpose Gym court	Twenty-Five Meter Pool
Multi-purpose Athletic Field	Sauna
Cardiovascular Room	* Sand Volleyball Court
Aerobics Room	* Two Picnic Pavilions
Nautilus/Cybex Room	** Ticket Sales window
Racquetball Courts	Weight Room
Tennis Courts	MWR Admin office

* Available for unit, class and private parties. Private or personal requests for use must be submitted at least 30 Days in advance. Requests for morale funds only should be submitted 7 days in advance.

** Tickets are available for Busch Gardens, Water Country, Kings Dominion, Jamestown Settlement, Yorktown Victory Center, Colonial Williamsburg, Universal Studios, SeaWorld, Walt Disney World and many more nation-wide locations. Brochures and price sheets in the gym lobby or visit us online, at the page bottom site below or Call (757) 856-2130 for additional info.

CYBER CAFÉ

856-2085

The Cyber Café is located in Stueben Hall. Twenty-three desktop computers are available for high-speed gaming, email, word processing or just surfing the Internet. Time codes can be bought from a vending machine.. Laser printer is available (one minute of computer time is deducted for each page printed).

Wired and wireless Internet service is also available for students bringing their own laptop. Laptop time can be bought online with a credit card.

“A” School and IMOC students visit the ticket window-gym for a one-time, free issue, 90-minute time card for desktop computers only.

Also available is a full-service coffee and beverage bar offering a large variety of snack foods and treats. For more information, contact (757) 856-2085.

Computers: Mon-Sun 0700-2230

Cafe: Mon-Fri 0700-1300 and 1600-2000 Sat-Sun 1200-2000

MOVIE THEATRE

Watchstander: 856-2741

The movie theatre is located in Washington Auditorium. Movies are shown on Wednesday, Thursday, and Saturday. The theatre opens at 1800 and the movie starts at 1830. Admission is free. Schedules are posted on-line or in Gym lobby box by the ticket window.

ENLISTED DINING FACILITY (CGDF)

856-2728

Open to all eligible patrons.

Hours of operation: Breakfast - 0630-0730

Breakfast on Weekend & Holidays – 0700-0900

Lunch - 1100-1230

Dinner - 1630-1800

AUTO HOBBY SHOP/OUTDOOR RECREATION

856-2279 / 2100

A 4 bay garage and an outside area to wash cars & trucks is available for rent by the hour to work on your personal vehicles. Our auto hobby has necessary tools and equipment available from changing your oil to changing your engine or transmission.

Hours of operation:

Monday-Friday 0900-2000

Saturday-Sunday 0900-1700

Closed Federal Holidays

AUTO HOBBY SHOP/OUTDOOR RECREATION

856-2279 / 2100

Equipment for rent includes the following items. Call ahead for prices and availability.

CAMPING:

Pop up Camper	Cook Kits	Coolers
Lanterns	Stoves	Rod & Reels
Canopies	Tents	Sleeping Bags
Grills	Cots	

BOATS:

Canoes	Kayaks	Paddles/Trailers
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YARD EQUIPMENT:

Weed eaters	Pressure washer	Chipper/shredder
Rot tillers	Aerator	Generator
Log splitter	Rakes/shovels	10 Ft. Ladders
Lawn mowers	Extension ladder	Chain Saw
Nail guns		

Other:

Paint Ball Equipment	Tables	Trailers
Golf Clubs	Bikes	Canopies

FISHING PIER

Fishing passes are sold along with all your fishing supplies at the Auto Hobby Shop (AHS). TRACEN's pier extends over 600 feet into the York River. TRACEN students may fish for free, but need a pass; the AHS has fishing gear to rent or purchase. All fishermen must have a pass from the AHS to fish on the pier, including guests.

PICNIC PAVILIONS

MWR has two picnic pavilions which maybe reserved for TRACEN student class parties, office parties, etc. at no cost. Restrooms, shower and, laundry facilities are located by the main site. Reservations forms are in the gym lobby. You can call to check availability first by calling 856-2128 during duty hours. Ask for the facility reservations clerk.

PORT OF YORK

The Port of York (POY) is a full service dining facility on the water for E7/GS7 and above E6/GS6 and above - lunch only. Sunday Brunch is All Hands. The restaurant/lounge/bar is capable of seating up to 120 people and overlooks the York River. The POY is available for special functions such as retirements, promotions, wedding receptions, conference, etc. For inquiries or reservations contact the office manager at 757-856-2286 or 2106.

Hours of operation:

- 0700-0800- Breakfast
- 1115-1300- Lunch on-base personnel
- 1145-1300- Lunch for off base personnel
- 1730-1930- Dinner
- 1000-1400- Sunday Brunch

Saturdays closed for special functions

Sunday Champaign Brunch open to all hands served 1000-1400-

* Closed on Federal Holidays

Closed Sundays before Monday Federal Holidays

LIBERTY LOUNGE II

856-2325

Open to all ranks. A full service grill, delicious menu, periodic entertainment, reserved events, pool tables, dart boards, and more....

Hours of operation:

- Monday – Thursday 1700 - 2300
- Fridays & Saturday 1700 – 0000
- Sundays 1700 – 2300*
- *Seasonal: NFL Sunday Ticket 1300 - 2300
- Closed on some Federal Holidays

SPIRITUAL PROGRAMS

Services

TCYorktown has regular Catholic and Protestant Sunday services in the Interdenominational Chapel. Information regarding special religious services and services for other denominations is available through the Chaplain's Office. For additional information and other programs call (757) 856-2778.

<p>Catholic Mass Catholic Sunday Masses - 1030 & 1630 (Student Mass) Catholic Daily Mass - Mon - Thurs @ 1130</p>	<p>Sacrament of Reconciliation 1130 Mon - Thur 1130 Mass</p>	<p>Protestant Worship 0900 Sunday Worship Service</p>
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SPIRITUAL PROGRAMS

Weekly Events

- Open AA meeting - Chapel Library - **1145 Thursdays**
- Weekly Bible Study - **Wednesday's @ 1145 - 1245**

Does your group need space?

Any groups (ex: Bible Study, Spiritual Development, Mentoring. etc) that would like to use the Chapel or the Chapel Library please contact the Chapel Office at 856-2778.

Protestant Services - Sunday Protestant Worship - 1100

Catholic Mass - Saturday Roman Catholic Mass - 1700

Sunday Roman Catholic Mass - 0945

Daily Roman Catholic Mass - 1145

Weekly Bible study at the Chapel every Wednesday from 1140-1230.

LIBERTY VAN

Weekdays the van goes to the Patrick Henry Mall and local shopping centers. On weekends it also makes a stop at Fort Eustis and Williamsburg if desired. A schedule is posted on bulletin boards in all barracks common areas. Contact the OOD (X-2354) for run times, pickup locations & routes if you can't locate a schedule.

COAST GUARD MUTUAL ASSISTANCE PROGRAM

Financial aid is available for eligible personnel experiencing certain emergency or housing needs. Students who need assistance should see their class advisors.

CRAIK MEDICAL CLINIC

Phone 856-2230/2345

Regular Hours: Mon, Tues, Thursday – Friday 0700 – 1530
Wednesday 0700-1530

Sick Call Hours: Monday – Friday 0700 (Students)
Monday – Friday 0730 (Permanent Party)

EMPLOYEE ASSISTANCE PROGRAM (EAP)

Located in Old York Chapel Offices. 24 hours, 7 days a week

On the Peninsula, appointments with the on-site EAP Counselor ([Sharon Finn](#)) are available at TCYorktown by calling: (757) 856-2161

Training Center Yorktown's Employee Assistance Coordinator (EAPC) is [Kristine Wisely](#) (757) 686-4028. Kristine provides and coordinates life skills training, personal financial management and assistance, victim/witness assistance, Red Cross tragedy coordination, and preventive education training for rape/sexual assault, workplace violence and suicide awareness.

Visit MWR Online: www.uscg.mil/tcyorktown/Support/MWR/default.asp

EAP

After hours emergency only please call the Atlantic Area Command Center at (757) 398-6231 and they will contact her.

EAP Counseling Services

The Coast Guard recognizes that the well being of our personnel and their family members is very important. To use EAP counseling services call the following toll free number. This service is available 24 hours a day, 7 days a week. (800) 222-0364

WHAT CAN I EXPECT FROM THE EAP?

Assistance is available to employees and, in some cases, their immediate family members.

- Help you assess the problem; Provide short-term counseling or problem solving
- Follow-up to ensure you receive quality assistance

WHAT KINDS OF PROBLEMS CAN THE EAP HELP YOU WITH?

Our professional counselors are prepared to assist you with virtually any issue or problem that may arise.

WHAT WILL IT COST?

There is no charge to you for EAP services.

IS THE EAP CONFIDENTIAL?

EAP services are confidential within the limits of the law.

LEARNING RESOURCE CENTER

Located in Canfield Hall, 1st Deck
Phone 856-2104

Education Service Officer (ESO/AESO)

Hours for Counseling: Mon/Wed/Fri 0700 - 1500

EOCT Testing

Tues 0830 or 1300 by appointment

CLEP & DANTE'S Testing

Friday 1000 - 1230 by appointment

PLATO & Computer Use

Mon - Fri 0700 - 1500

Sat & Sun 1200 - 1630 & 1700 - 2100

LEGAL ASSISTANCE STAFF

Located in Thayer Hall, Room 217

Students should see their class advisors or instructors prior to seeking an appointment.

Visit MWR Online: www.uscg.mil/tcvorktown/Support/MWR/default.asp

POST OFFICE

Located in Thayer Hall room 111
Civilian US Postal Service
856-2169
Mon-Friday: 1100-1300 / 1400-1500
Military Mail Room
856-2580
Hours: Monday – Friday 0700 – 1600
Both closed on Weekends and Holidays

Personal military mail should be addressed to:
Your Rank/Rate, Name
Name of School, Class number
USCG TRACEN YORKTOWN
END OF State Rte. 238
Yorktown, Va., 23690-5000

Federal Holidays

New Years Day	MWR Limited	Base facilities closed
Martin Luther King Jr. Day	MWR Limited	Base facilities closed
President's Day	MWR Limited	Base facilities closed
Memorial Day	MWR Limited	Base facilities closed
Independence Day	MWR Limited	Base facilities closed
Labor Day	MWR Limited	Base facilities closed
Columbus Day	MWR Limited	Base facilities closed
Veterans Day	MWR Limited	Base facilities closed
Thanksgiving Day	MWR Limited	Base facilities closed
Christmas Day	MWR Limited	Base facilities closed

Service	Phone	Hours	Offbase: (757) 856 - **** Onbase: Last 4 digits	
Admin Desk	2140	Monday-Friday 0800-1600,		
Armory	2839	Monday-Friday 0800-1600,		
Auto Hobby Shop	2279	Monday-Friday 0900-2000, Saturday and Sunday 0900-1700 Holidays Closed		
Barber Shop	2389	Mon - Thur 0900-1730 (last customer 1715) Sat 0900-1300 (last customer 1245) Sunday & Federal Holidays - Closed		
Cain Hall	2120	24/7		
CEA	2144	Monday - Friday 0800-1600		
CDO	2114	After 1600		
Chapel	2778	Catholic Sunday Masses - 1030 & 1630 (Student Mass) Catholic Daily Mass - Mon - Thurs @ 1130	Sacrament of Reconciliation 1130 Mon & Thur or by appointment.	Protestant Worship 1100 Sunday Worship Service Bible Studies: Wednesday's @ 1145 - 1245
Clinic	2230/2345 Emer: 2911	Mon, Tues, Thurs, Fri. 0700 - 1530 Wednesday 0700 - 1100		
Credit Union	890-0519	Monday - Friday 0900-1300, 1400-1630 Saturday, Sunday, Holidays Closed		
Cyber Cafe	2085	Monday - Friday 0700-1300, 1630-2000 Saturday, Sunday 1200-2000		
Dry Cleaners	2162	Monday - Friday 0900-1700 Saturday, Sunday, Holidays Closed		
EAP	2161 TCY 686-4028 ISC	Monday - Friday 0800-1600; Emer: 24/7 1-800-222-0364 Weekends, Holidays Closed		
Education Officer	2104	Monday - Friday 0800-1600		
Exchange	2153	Monday - Friday 1000-1730 Saturday 1000 - 1600 Sunday 1000 - 1600		
Facilities Engineering	2215	Monday - Friday 0800-1600		
Galley	2728/2674	Monday - Friday 0630-0730, 1100-1230, 1630-1800 Weekends & Holidays 0700-0900, 1100-1200, 1630-1800		
Guest Quarters	2378	Monday - Friday 0700-1630		
Gym	2128	Monday - Friday 0545-2130 Saturday 0700-2130 Sunday 1000-2130		

Information Line	2000	24/7
Lafayette Hall	2318	24/7
LB & B	2300	Monday - Friday 0700-1600
Liberty Lounge	2325	Mon-Thurs 1700-2300 Fri & Sat 1700-0000 Sun 1700-2300 NFL Season 1300-2300
Lucky Bag	2166	Tuesdays 1130-1230
Main Gate	2579	24/7
Mariner's Mart	2656	Monday - Friday 0900-2100 Saturday & Sunday 1000-1900
MWR	2130, 2009	Mon, Wed-Fri: 1000-1330/1400-1600, Tue: 1100-1330/1400-1600 Saturday & Sunday Closed
OOD	2354	After 1600
PERSRU	2140/2181	Monday - Friday 0730-1600
Port of York	2286	Monday - Friday 0700-2200 Saturday Closed Sunday 1000-1400
Post Office	Civ: 2169 Mil: 2580	Civilian: Monday - Friday 1100-1300, 1400-1500 Military: Monday - Friday 0730-1600 Both are closed on the weekends
Range	2355	Monday - Friday 0800-1600
Security	2314 or 0	24/7
Subway	2017	Monday - Friday 0630-2000 Saturday 0900-1800 Sunday 0900-2000
Tailor	2162	Monday - Friday 0900-1700 Saturday, Sunday, Holidays Closed
Warehouse/ ServMart	2958/2216/ 2512	Monday - Friday 0730-1130, 1300-1600