



NAEW&CF GK NEWCOMERS' GUIDE 2023

*NATO Air Base Geilenkirchen
Germany*



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WELCOME TO NATO AIR BASE GEILENKIRCHEN



Welcome to the home of the NATO Airborne Early Warning and Control Force Headquarters, the E-3A Component and the Mission Support Engineering Centre.

As your E-3A Component Commander and commander of NATO Air Base Geilenkirchen, I would like to welcome you and your family to our team of military and civilian professionals. You are joining a group dedicated to the security of the NATO Alliance. Our rich history stretches across 40 years. As part of that legacy, your arrival will help ensure our success for another decade to come. Since 1982, the NATO AWACS program has provided a high-readiness airborne capability to the Supreme Allied Command as part of the NATO Integrated Air and Missile Defence System and beyond, to include operations in Iraq, Afghanistan, Libya, the Balkans, and the United States. You should be justifiably proud that your Nation has chosen you to be a part of NATO's leading edge force in demonstrating Alliance air power! I'm very proud of our mission providing responsive Air Battle Management for NATO. Your expertise and talents will be critical to executing this mission and making our organization the best in NATO. With this Newcomers' Guide, combined with that of NATO Allied Joint Force Command Brunssum, you'll find information regarding the many services offered in the local areas, as well as helpful tips to make your move as easy as possible. Of course, your greatest resources in this exciting and challenging assignment are the multinational teammates and friends you will meet during your time here! Whether it's understanding NATO operations or getting recommendations for how to spend your free time here in the tri-border region, you will find a great resource in the wealth of knowledge and experience of the professionals here on base.

I wish you and your families a wonderful and exciting time at NATO Air Base Geilenkirchen.

Brigadier General Stefan Neumann
Commander NAEW&CF E-3A Component



WELCOME TO GEILENKIRCHEN



I am pleased to welcome you to the Newcomers' Guide and warmly welcome you and your families to Geilenkirchen.

I myself grew up near Geilenkirchen and many years ago I moved to the city area. I live here with my family and was elected mayor by the citizens of Geilenkirchen in 2020. I am sure that after an initial orientation you will feel very comfortable in our city. Our citizens are open, communicative and cosmopolitan - in my opinion, this is due to our historical legacy. Geilenkirchen became a garrison town shortly after the Second World War. So living together with people from other nations is normal for the locals and a cosmopolitan character has developed. On the other hand, we belong to the Lower Rhine region, whose inhabitants are said to have an open, tolerant and relaxed world view. The fact that this openness to the world is lived out is shown, for example, by the fact that Geilenkirchen has maintained a very intensive relationship with the French twin town of Quimperlé for several decades, and has been a member of the Council of European Municipalities for more than 40 years. The life and everyday life of our town include the members of the NATO association as well as the students of the Freshman Institute, who come to Geilenkirchen from all over the

world in order to acquire their language permit to study in Germany. For these reasons, you will be pleasantly surprised noticing very few language barriers here. English and French-speaking staff in restaurants, bakeries, stores or even in the fitness center are features of living in Geilenkirchen. Even in the supermarkets you will find shelves with an international assortment of goods from the USA, Great Britain or even Asia.

In your free time you are invited to explore the broader Geilenkirchen area with its many small and larger villages. The moated castle "Burg Trips" will enchant you just as much as the old manor houses scattered along the rolling landscape. The local area is wonderful to explore on foot, by bike or even by car. And if you like to use your free time for club sports, you will have a wide choice. Of course, as you would expect in Germany, there are numerous soccer clubs. But other sports like swimming, athletics, tennis, basketball, horseback riding and many more are offered as well. You will realize that you are probably not the first club members of the NATO Association and can integrate quickly. Life in Geilenkirchen is also features numerous festivals and celebrations. As "Rhinelanders", we celebrate carnival every year with large parades and parties in festival tents. In the summer, open-air concerts are held on Geilenkirchen's market square, and once a year, up-and-coming pianists from around the world gather in Geilenkirchen to compete in the Piano Award competition before an internationally renowned jury. At the end of the summer, the people of Geilenkirchen gather for the annual Wine Festival on the market square, and every year at the beginning of the Advent season, the Christmas Market is held. As new citizens of Geilenkirchen, you and your families are cordially invited to celebrate these festivals with us and to become an integral part of our community.

I wish you all the best and send many greetings

Daniela Ritzerfeld
Mayor of Geilenkirchen



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CHAPTER 1

NATO AIRBORNE EARLY WARNING & CONTROL FORCE



In the early 1970s, various NATO studies indicated that an airborne early warning (AEW) system would greatly enhance the Alliance's existing airspace defence system. In December 1978 the members of NATO's Defence Planning Committee (DPC) signed a Memorandum of Understanding (MOU) for the procurement and operational use of an AEW system. This decision by the member nations launched NATO's largest procurement programme of that time. The NATO Airborne Early Warning and Control Force (NAEW&CF) was established in January 1980. The Headquarters of the NAEW&CF was situated in Mons, Belgium. In November 2015, the NAEW&CF Headquarters moved to NATO Air Base Geilenkirchen, Germany, as a result of a major reorganization programme.

Since 1982, Alliance nations and units have been able to rely on the support of the NAEW&CF. The NAEW&CF, E-3A Component currently operates a fleet of 14 Boeing E-3A Airborne Warning & Control System (AWACS) aircraft equipped with long-range radar and passive sensors capable of detecting air and surface contacts over large distances. It conducts a wide range of missions from peacetime air policing, support to counter-terrorism, evacuation operations, embargo, initial entry and crisis response to the full spectrum of wartime missions.

The E-3A Component holds a unique place in NATO military history because it is the first multinational flying unit established by the Alliance, with 19 NATO member nations participating in the flying programme. Its mission is to perform air surveillance and battle management tasks ordered by the NAEW&CF Commander on behalf of the Supreme Allied Commander Europe and tasked by the North Atlantic Council (NAC), NATO's highest leadership institution.

LOCATION

Situated in the village of Teveren, four kilometers west of the city of Geilenkirchen, NATO Air Base Geilenkirchen is located in the German Bundesland (state) of NorthRhine-Westphalia (NRW), and is the home base of the NAEW&CF and E-3A Component.



NATO Air Base Geilenkirchen is part of the Tri-border Community. This community includes USAG Benelux Brunssum and Joint Force Command Brunssum (JFC) Brunssum, both located nearby in the Netherlands.

The city of Geilenkirchen has a population of about 28,000 people (current as of June 2021). This is in the most western part of Germany, adjacent to the Netherlands border. NATO Air Base Geilenkirchen is home to NATO's E-3A aircraft and is often referred to as "GK." Geilenkirchen is only 25 km north of Aachen and 70 km west of Köln, or as it is known is in English and French vernacular, Cologne. The major city of Maastricht, the Netherlands, lies 40 km west and the closest Dutch town is Brunssum is 8 km to the west. NATO Air Base Geilenkirchen is located 130 km from Brussels Airport in Belgium and 80 km from Düsseldorf Airport in Germany.

HISTORY OF NATO AIR BASE GEILENKIRCHEN

The base, which is surrounded by farmland and a natural woodland reserve, was constructed after World War II by the British armed forces. Known to the local population as "Flugplatz Teveren", it was used by the British Royal Air Force (RAF) from May 1953 onwards as a base for various fighter squadrons. RAF flying operations in Geilenkirchen ended in January 1968.



Planes of Royal Air Force Geilenkirchen waiting for maintenance in what is now Hangar 2.

The air base was handed over to the German Air Force in March 1968, and in August of that year it became the home of a German missile unit (Flugkörpergeschwader 2) equipped with surface-to-surface missiles of the Pershing type and supported by the US Army 85th Field

Artillery Detachment. Following the decision to use the airfield as the main operating base of the E-3A Component, a large-scale programme of construction work was started in 1980 in order to convert the existing operational and support facilities into suitable accommodation for the E-3A unit. Since then, most of the buildings on base have been renovated to meet present-day standards, and various new buildings have been added.

The most important project at the 620-hectare base was the upgrading of the runway to a length of 3048 metres and a width of 45 metres, together with the construction of new aprons and taxiways and the expansion of the air traffic control tower. An IT building to include the flight simulator and the mission simulator was also constructed. Large-scale renovation and expansion of the four existing hangars and accommodation blocks gave the air base a completely different appearance. At the start of January 1980 the first E-3A Component personnel arrived at the base to launch the organizational build-up. At the end of 1981 the German missile unit left the base and was relocated in Niederheid, north of Geilenkirchen. Until its deactivation in July 1991, the US Army 85th Field Artillery Detachment remained at the NATO

The Federal Republic of Germany formally handed over Geilenkirchen Air Base to NATO on 31 March 1982.



air base. On 31 March 1982, Germany handed the airfield over to NATO for use as the main operating base of the E-3A Component.

ORGANISATION

The NAEW&CF is commanded on a rotational basis by either a US Air Force or a German Air Force Major General. The deputy commander is a British Royal Air Force Air Commodore.

The NAEW&CF Commander reports directly to the Supreme Allied Commander Europe (SACEUR); the NAEW&CF aircraft operate under Operational Control (OPCON) of the Commander of the Allied Air Command (AIRCOM) in Ramstein.

The NAEW&CF consists of the NATO E-3A Component in Geilenkirchen, Germany, with 14 E-3A aircraft, and a British Royal Air Force AEW Component based in the UK. The British AEW Component is currently in transition with expected retirement of their E-3D aircraft in 2021, which is being replaced by the E-7 Wedgetail in 2023. During this transition period the UK will continue to contribute in kind to the NAEW&CF.

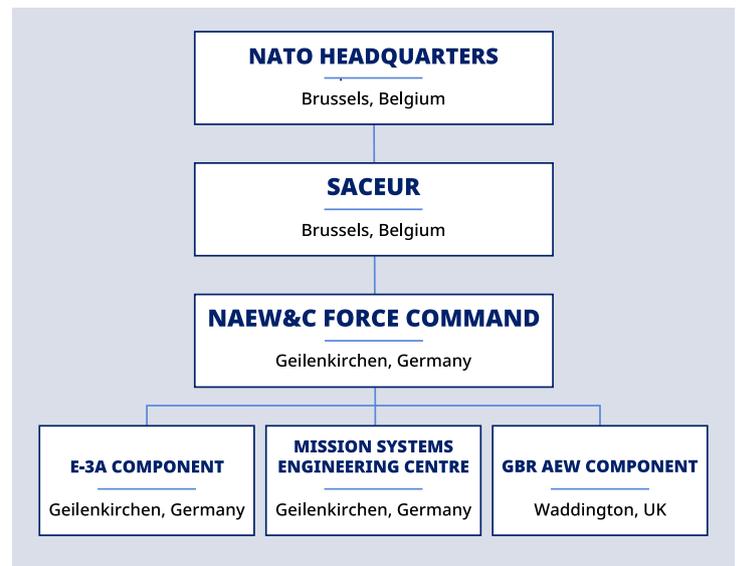
Next to these two components, the Mission Systems Engineering Centre (MSEC) constitutes a separate entity that is also located at NATO Air Base Geilenkirchen. MSEC provides engineering services for the E-3A aircraft on-board mission systems, the mission sensor systems and E-3A ground support systems. Moreover, MSEC maintains one-of-a-kind engineering and laboratory facilities on base. The organization is thus fully dedicated to the development of E-3A mission system.

A total of 17 NATO member nations participate in the NAEW&CF programme: Belgium, the Czech Republic, Denmark, Germany, Greece, Hungary, Italy, Luxembourg, the Netherlands, Norway, Poland, Portugal, Romania, Spain, Turkey,

the United Kingdom and the United States of America.

In addition to these member nations, Canada, France and Lithuania provide military personnel to the Force (Luxembourg does not provide military personnel). The Force also employs NATO International Civilians from other member nations.

All NATO nations contribute to the NAEW&CF employment budget either financially or as contribution in kind.



NAEW&CF HEADQUARTERS

The Force Commander (FCC) is the Commander of the NAEW&CF. He is responsible to SACEUR and the NAPMO nations for the generation by the NAEW&CF of integrated Air Battle Management and Control Capability for employment on operations by NATO Operational Commanders. In this role, as a force provider, the Force Commander is directly responsible for the operation and sustainment of the E-3A Component, Main Operating Base (MOB) Geilenkirchen, and its supporting Forward Operating Bases (FOBs) and Forward Operating Location (FOL). The NAEW&CF Headquarters

supports this task by performing all the functions normally found within a National Air Force HQ, fulfilling the role of 'sending nation' for the E-3A Component and some parts of that role for the E-3D Component. As the force provider, the FCC is responsible for providing policy for, and oversight of aircrew training, currency, operational work-up training (including participation in NATO and international training exercises), operational test and acceptance, and aircraft maintenance activities. FCC is also responsible for the fulfilment of non-operational SHAPE-directed tasks, and NAPMO nations' support tasks. Force provider activity is conducted under FCC's authority, outside of the operational chain of command.

As the force employer, the designated NATO Operational Commander is responsible for missions in support of NAC-approved operations; these tasks are carried out under the operational chain of command as laid down in SACEUR's CONOPS for Employment of the NAEW&CF. For routine operations, the Commander Allied Air Command (COM AIRCOM) is designated as the Operational Commander. In addition to directing NAC-approved operations, COM AIRCOM retains the authority to task specific support to NATO large force exercises where NAEW&CF participation is an essential enabler for AIRCOM, and to request Strategic Communication (STRATCOM) support where beneficial to AIRCOM and NATO. The operational priorities set by COM AIRCOM combine with the capability sustainment needs of the Force to form the baseline for NAEW&CF force provider activity. Where operational priorities place current Force readiness, future sustainment, or capability at risk, FCC is responsible for engaging with the relevant Operational Commander (routinely COM AIRCOM) to communicate impacts and/or proposed solutions.

NATO AIRBORNE EARLY WARNING AND CONTROL FORCE CREST



The crest was designed and originated by the NAEW&CF staff and authorized by the three major NATO Commanders in 1980. The distinctive insignia is composed of a NATO star on a silver Air Force wing, a golden sword and a golden and silver trident, all on a blue background. The NATO star symbolizes the multinational personnel within the NAEW&CF. The Air Force wing depicts the Airborne Surveillance and Command and Control duties of the NAEW&CF. The golden sword and the golden and silver tridents represent the (at that time) three major NATO Commanders: Supreme Allied Command Europe, Commander-in-Chief Channel and Supreme Allied Commander Atlantic. The blue background symbolizes the sky, the operational element in which the NAEW&CF serves.

E-3A COMPONENT

The build-up of the E-3A Component began in January 1980. In October 1980, the E-3A Component was granted status as an international military headquarters by decision of the NATO Defence Planning Committee (DPC). Flying operations began in February 1982 after delivery of the first E-3A aircraft. The E-3A Component was officially activated on 28 June 1982 and achieved full operational capability at the end of 1988. It holds a unique place in military history because it was the first multinational flying unit established by the Alliance. Its mission is to perform all surveillance and battle management tasks ordered by FCC on behalf of SACEUR and approved by the North Atlantic Council.

The E-3A Component Commander (COM) is the Commander of the E-3A Component and MOB Geilenkirchen. The E-3A Component commanded on a rotational basis by either a US Air Force or a German Air Force Brigadier General. The deputy to COM is always a Royal Netherlands Air Force Colonel. The structure of the E-3A Component comprises three wings: Operations, Logistics and Base Support Wing. Each wing is headed by a Colonel from a specific nation participating in the NAEW&CF programme. Around 20 multinational crews are assigned to the Operation Wings two operational and one training squadron. The E-3A Component has a multinational workforce of around 1300 military and civilian personnel. In addition to the three wings, three Forward Operating Bases (FOBs) and one Forward Operating Location (FOL) are also part of the E-3A Component's structure. These are located in Aktion (Greece), Trapani (Italy), Konya (Turkey) and Orland (Norway), at a national air base.

The E-3A COMPONENT EMBLEM

The E-3A Component emblem features a central field with the NATO star above the image of an



E-3A aircraft and three lightning bolts emanating from below it. These elements are superimposed on an orange-yellow background with a portion of a dark blue globe beneath. The NATO star symbolizes the multinational nature of the operational and supporting workforce of NATO's first international operational flying unit.

The image of the E-3A depicts the aircraft performing surveillance tasks in order to provide early warning or accomplish battle management tasks in case of imminent danger. The lightning bolts portray the transmission of information with the aid of 21st century communications technology.

The curving globe symbolizes the E-3A Component's worldwide role as an element of the NATO Response Force (NRF), an operational unit that can be deployed within five days. The striking orange-to-yellow upper background represents sunrise and symbolizes the new era of the E-3A Component's recently modernized fleet of aircraft. The emblem as a whole represents a modernized NATO AWACS fleet in its worldwide role as an important NATO asset for maintaining peace and security.



MSEC

The Mission Systems Engineering Centre (MSEC) was established in 2015 as a separate organizational entity of the NAEW&CF succeeding a series of organizations being responsible for the support and maintenance of the E-3A Mission System. Already at the establishment of the E-3A Component in 1980 it was recognized that the intricate and unique E-3A Mission System required a highly specialized support and maintenance unit. Consequently, the Software Support Centre (SSC) was initially established within the NATO E-3A Component. As part of an organizational restructuring in 1994 the Mission Support Wing (MSW) took over the Mission Systems support and in 2010 the Mission Systems Engineering Group (MSEG) was established as part of the Information Technology Wing (ITW) within the E-3A Component.

Today the MSEC predominantly serves the NAEW&CF Headquarters and the E-3A Component by maintaining and improving the E-3A mission systems and ground based mission support systems. This includes managing and

maintaining the E-3A mission simulators and laboratories, which serve as an essential part of the comprehensive E-3A system. Additionally the MSEC provides engineering services to the NATO AEW&C Programming Management Agency (NAPMA) for aircraft modernization programmes that affect the mission, sensor and ground systems. The services are being provided meeting the quality criteria of the ISO 9001:2015 (first certificate held in 2011).

ORGANISATION

The Italian Air Force holds the post of the MSEC Director in the rank of Lieutenant Colonel. NATO International Civilians (NICs) fills all other positions within the MSEC. This construct ensures the continuity and retention of organizational knowledge required to continuously maintain the intricate E-3A systems.

Mission System. Due to the complexity of the E-3A Mission System, MSEC conducts most of its work as cross-functional projects and tasks coordinated through the MSEC Project Management Office (PMO) and involving

expertise from four branches: the 'Mission Software Engineering Branch' and the 'Sensors and Ground Software Engineering Branch' maintain the E-3A Mission System software, while the 'Laboratories Branch' and the 'Engineering Assurance Branch' provides essential support ensuring the integrity of the fielded E-3A Mission System.

PROGRAMME OF WORK

Throughout its history, MSEC and its predecessor organizations have ensured the continuous refinement of the NATO E-3A Mission System in order to constantly provide the aircrews with the capability required. The transformation from a primarily analogue system in the 1980s through today's fully digitized mission system has only been possible with the integration and maintenance efforts conducted by MSEC. Most predominantly was the introduction of the NATO



Mid-Term (NMT) System in 2009 but also Sensor System upgrades as well as Ground Support Systems have been continuously upgraded and maintained by MSEC.

Looking ahead, the Final Lifetime Extension Project (FLEP) procured through NAPMA will introduce a next generation digital mission system. MSEC will play a major role in the fielding of FLEP as it has done for many other major upgrades in the past.

MSEC EMBLEM

The logo itself mirrors this setup as well as the primary focus. The NATO insignia together with the main Headquarters colours (blue and yellow) clearly indicates where the MSEC belongs. The logo colours are used as basis for the colour schema used throughout the MSEC documentation. The tilted E-3A and the font are inherited from the logos of IT-Wing and former MSEG, as a tribute to the organisations from which the MSEC originated. The origin of the sector is the centre of the Rotodome, a clear message that the focus is on the E-3A Mission Systems.





E-3A OPERATIONS

In the course of the E-3A Component's history, its aircraft have accomplished numerous operational missions. These include not only military operations but also the safeguarding of major high-visibility-events such as NATO Summits. The E-3A Component also employed its Trainer Cargo Aircraft (TCAs) to provide support to humanitarian relief operations before these aircraft were decommissioned.

Since March 2014, E-3A aircraft are providing surveillance and reconnaissance flights on NATO's eastern flank in support of NATO's Assurance Measures. These missions enhance NATO's situational awareness and show the solidarity and commitment of NATO towards its allies. Since October 2016, the E-3A has assisted in improving the D-ISIS coalition's overall air picture by providing surveillance and contributing to airspace management, thereby making the skies safer. These missions are conducted from Forward Operating Base Konya, Turkey.

E-3A AIRCRAFT

The E-3A Component has fourteen E-3A aircraft. These modified Boeing 707s are easily identifiable from the distinctive radar dome mounted on the fuselage. The E-3A usually operates at an altitude of around 10 km. From this altitude a single E-3A can constantly monitor the airspace within a radius of more than 400 km and can exchange information- via digital data links - with ground-based, sea-based and airborne commanders. By using pulse doppler radar, an E-3A flying within NATO airspace can distinguish between targets and ground reflections and is therefore able to give early warning of low- or high-flying aircraft operating over the territory of a potential aggressor.

CHAPTER 2

WELCOME TO GK - FINDING YOUR WAY TO THE BASE



WELCOME TO

NATO AIR BASE GEILENKIRCHEN

HQ NAEW&C FORCE - E-3A COMPONENT - MSEC

Whether it be by plane, train or vehicle, we have listed information to help you reach your final destination to NATO Air Base Geilenkirchen. Depending on where and how you're coming, please read on for further directions.



FINDING YOUR WAY TO BASE

Personal transportation is needed, especially when living in the countryside. There are also numerous local communities which are very well connected by a widespread public bus service which includes the possibility of riding to adjacent major cities like Aachen, Mönchengladbach, Erkelenz, Düren, etc., or even across the border into the Netherlands. There are also train stations at Geilenkirchen, Übach-Palenberg and Erkelenz in Germany or Heerlen and Sittard in the Netherlands. These provide access to the European railway system.

The nearest port of entry for Geilenkirchen is Düsseldorf, Germany. In less than an hour, a train can take you directly from the airport to the city center of Geilenkirchen. Brussels, Belgium is another option. In most cases your sponsor will be there to pick you up as long as arrangements are made prior to your arrival at the airport. With appropriate notification, your sponsor can also make a reservation for a taxi to pick you and your family at the airport. Please speak with your sponsor about any travel restrictions and requirements due to COVID-19.

BASE ADDRESS

NATO Airborne Early Warning and Control Force
Lilienthalallee 100, 52511 Geilenkirchen, Germany

OPTIONS FOR TRAVELING TO BASE

From the city of Geilenkirchen, take Karolingerstraße to An d. Linde (140m), drive along L42 for 3.9km, then drive to Lilienthalallee, and you will reach the main gate to NATO Air Base Geilenkirchen.

City Car has taxi drivers with base access (to be coordinated during reservation).

Train

From the Geilenkirchen train station, take the 491 Bus (Übach-Palenberg, Übach-Sportzentrum) which will take you to Teveren, just right outside the main gate of NATO Air Base Geilenkirchen. Once off the bus, head west 240m on Lilienthalallee toward the gate. You've reached your destination.

Airplane

Airports nearby Geilenkirchen include Düsseldorf (DUS) (56.9 km), Cologne Bonn (CGN) (71.2 km), Eindhoven (EIN) (74.4 km) and Brussels (BRU) (114.8 km). The nearest airport to Geilenkirchen is Maastricht (MST) Airport which is 25.4 km away. However, Düsseldorf better options for getting to Geilenkirchen.

We recommend flying into Düsseldorf. Here, you can take the D-Flughafen Terminal S train, which comes every 15 minutes. From here you will go to Düsseldorf Hbf, where the train comes every 20 minutes. This train will then take you to the trainstation in Geilenkirchen. The whole trip will take about 1.15 hours. National Express operates a train from Düsseldorf Hbf to Geilenkirchen, Bf every 20 minutes. Tickets cost €14 - €18 and the journey takes 52 minutes. Two other operators also service this route.



IDENTIFICATION

Passport and national identity papers, which are required, must usually be acquired before leaving one's home nation. It is recommended that all newcomers and their families have a tourist passport if they intend to travel outside of Germany. All newcomers, however, need a valid passport or national identity card; this is obligatory for members of the NAEW&CF as well as their family members. Military family members also need to have a "Status Certificate" in their passports, indicating their NATO status. Transportation arrangements for household and personal effects should be made before leaving home country. Some participation nations have sponsorship programmes in which the National Support Unit nominates a sponsor to assist their military personnel during the settling-in period. It is extremely valuable to contact that person before arrival for information and help. For NATO civilian personnel, sponsorship will be arranged by the Civilian Personnel and Manpower Branch (CPO). The CPO informs the unit or organisation concerned as soon as the exact date of arrival is known. The unit then nominates a sponsor

and informs Personnel Division accordingly. All newcomers are encouraged to contact their respective National Support Units or sponsor before departing from their present post to make any necessary arrangements (e.g., transportation requirements, who to contact when arriving after duty hours or on a holiday, accommodation requirements, etc.). Personnel assigned to the NAEW&CF and their family members are subject to the "Agreement between the Parties of the North Atlantic Treaty regarding the status of their forces", dated 19 June 1951 and other international agreements. The status of the various nationalities may be different. The National Support Units and the NAEW&CF legal advisor can provide information and guidance.

ACCESS TO NATO AIR BASE GEILENKIRCHEN

NATO Air Base Geilenkirchen maintains a 100% ID check at all times. All military and civilian members and their family members are issued NAEW&CF ID cards or entry passes (depending on their status). Holders of a NATO member-nation military ID card can enter the base without a pass from the Visitor Pass Office.

However, a temporary parking permit is required. The parking permit has to be displayed visibly in the vehicle while on base. Access can be denied if an individual does not have an ID card. Domestic animals (dogs, cats, etc.) are only allowed on the NATO Air Base Geilenkirchen for brief periods of time, provided they are on a leash and under the immediate control of the owner.

IN-PROCESSING

When first arriving to the E-3A Component, the below are certain procedures members must follow:

- All military personnel will first report to their national authorities for national in-processing and the first steps of international inprocessing.
- NATO Civilians and Local Wage Rate personnel are required to report to Civilian Human Resources Management Branch, building 62.
- Contractor personnel will report to their respective contractor agencies or representatives on base.

USEFUL PHONE NUMBERS

There are both military and commercial telephone lines available on base.

The commercial number for the switchboard is 63-0, and base extensions are 63-followed by the on-base extension. The area code for Geilenkirchen is 02451. From outside Germany, dial the country code for Germany (+49) and drop the initial "0" from the area code. For example, a call to the German NSU from outside Germany would be: +49-2451-63-7000.

BETRIEBSVERTRETUNG	
HQ NAEW&C FORCE GK	1566

NATIONAL SUPPORT UNITS ext.	
<i>Belgium National Support Unit</i>	2471
<i>Canada National Support Unit</i>	2008
<i>Czech Republic National Support Unit</i>	4171
<i>Denmark National Support Unit</i>	7321
<i>Germany National Support Unit</i>	7000
<i>Greece National Support Unit</i>	7330
<i>Hungary National Support Unit</i>	422
<i>Italy National Support Unit</i>	2170
<i>Lithuania National Support Unit</i>	4422
<i>Netherlands National Support Unit</i>	7362
<i>Norway National Support Unit</i>	7371
<i>Poland National Support Unit</i>	7380
<i>Portugal National Support Unit</i>	7390
<i>Romania National Support Unit</i>	2069
<i>Spain National Support Unit</i>	7400
<i>Turkey National Support Unit</i>	7410
<i>United Kingdom Support Unit</i>	1001
<i>United States National Support Unit</i>	7201
<i>Civil Staff Association</i>	3953

ON BASE FACILITIES ext.	
<i>Chaplain</i>	2229
<i>Human Resources Office Division</i>	1501
<i>Command Post</i>	5555
<i>International Housing Referral Office</i>	4961
<i>IMP Desk Sergeant (Routine)</i>	4819
<i>Legal Advisor (NATO)</i>	1030
<i>Military Personnel Office</i>	1533
<i>E-3A Club</i>	4990
<i>Public Affairs Office</i>	1081 / 1082
<i>Rotodome Dining Hall</i>	4935

EMERGENCY NUMBERS ext.	
<i>On Base:</i>	
<i>Fire Brigade</i>	3333
<i>Medical Emergency</i>	4444
<i>Police</i>	2222
Off Base (Civilian services):	
<i>Police</i>	110
<i>Emergency Fire/ Medical/Police</i>	112

WORK AND PERSONNEL

The NAEW&CF provides many interesting and exciting opportunities for military as well as civilian personnel. All the posts require personnel with a wide range of skills. Military personnel are posted on Peacetime Establishment posts for a period generally not exceeding four years. Civilian personnel may be hired as International Staff or employed as Local Wage Rate (LWR) or Non-Appropriated Fund (NAF) personnel. The working language at NATO Air Base Geilenkirchen is English, although many languages may be heard. Regular working/office hours are based on a five-day week from 0800 to 1700 hours, including a 30-minute lunch break, Monday through Thursday, and 0800-1430 hours on Fridays. Some offices or stations operate beyond these regular hours, or even work in shifts. The base employs a non-smoking policy and smoking is only permitted inside designated areas.

SECURITY ON BASE

The Security Squadron provides 24/7 base entry, flight line, restricted area and base perimeter security control accomplished by a Civil Guard force. The members of the E-3A Component's International Military Police perform law enforcement, investigations and Customs duties. Physical, Industrial and IT Security specialists oversee all pass control and ID matters as well as security clearances. They also train and educate Divisional Security Officers (DSO's) and perform physical security inspections of all civilian areas. The Force Protection Training Section trains all deployable Force members, whether military or civilian, in the procedures and skills required to survive and continue to operate in a peacetime to war environment. This involves Individual Deployment Training (IDT) and Individual Common Core Skills (ICCS) training.

DRIVING ON BASE



German traffic rules apply on NATO Air Base Geilenkirchen. The speed limit on base is 35 km/hour unless otherwise posted. The traffic rules are the same as those throughout Germany, including yielding to the right at unmarked intersections. Stickers, tags, plates, or other objects of a political nature in any language are prohibited. Washing of privately owned vehicles on the premises of the base is not allowed. You are encouraged to use the car wash facilities available in the neighbouring communities. Vehicles must be parked in designated parking areas; parking on grass areas is strictly prohibited. Stopping on the roadway is prohibited, except for loading and unloading passengers or cargo. This must be accomplished without any delay (three minutes maximum). The International Military Police runs a point system for traffic violations on base. Drivers who accumulate a certain number of points within a prescribed period of time will lose their base driving privileges for one month. There is also a parking violation system. If drivers accumulate three parking violations or more within a year, base driving privileges will be withdrawn for 1 month and up to be determined by the Provost Marshal. Respective Squadron or Wing Commanders, Division Heads and NSU Commander or civilian equivalent will be notified about the suspension of on-base driving privileges.

Welcome to the border triangle Netherlands, Germany and Belgium

Congratulations, you are going to stay in one of the most wonderful and international regions of Europe. To make your first steps here as easy as possible, we would like to assist you as we do this for more than 20 years. Hundreds of newly arrived personnel have appreciated the personalized attention we give to every resident in our owner managed hotel. That's because we love to host guests from all over the world!

At City Hotel and the adjacent apartment building you will find tailor-made accommodation for you, your family and your pets until you have found your private home. We offer various short-term fully furnished apartments with hotel service. Our house is located in the heart of Geilenkirchen, only 15 km from

JFC Brunssum and very close to the NATO Airbase in Teveren (Germany). In our cosy town you will find many different restaurants and shops in walking distance.

In our Bistro Café Fleur you will always meet someone to share experiences and to learn more about our region. Our friendly staff speaks English fluently and will be happy to help you with any questions you may have regarding your future life in our neighbourhood. Among the amenities we offer free WI-FI throughout the whole building helps you to stay in contact with your friends and family all over the world.

Don't hesitate to contact us. We are looking forward to welcoming you to the City Hotel.



- Exquisite single, double and triple rooms
- Studios and suites with kitchenette
- Full equipped apartments for 1 to 6 persons
- Free WI-FI, satellite tv, direct dial phone, washers and dryers, sauna
- Pets welcome!



Bistro Café Fleur

Breakfast buffet – Lunches – Snacks – Take away meals

Opening hours

Mon through Fri	06.30 – 23.00
Saturday	08.00 – 23.00
Sunday	08.00 – 12.00



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CHAPTER 3

HOME SWEET HOME

Housing in Germany might be a bit different than in your home country. Therefore, this chapter will give you some more information about renting and living in Germany.

FINDING A HOME

Since there is minimal on base housing on NATO Air Base Geilenkirchen, members and families will live in surrounding communities. There are several factors to consider in making a housing decision. Houses may be up to 25 kilometres from the base (up to 15 miles). A sum equivalent to one or two month's rent as deposit may be required when signing the contract. This money is refunded after subtraction of the cost of any necessary repairs. Do not expect to get large individual houses with a large garden around it. Most of the newly-constructed houses are row/town houses (attached houses) with a living space of approximately 100 square meters (often spread over two stories) but normally with a full basement. Caution: When using a real estate broker to rent a house, the fee is normally up to two times of the monthly rent. This is negotiable, but only before the agent finds a house. German houses and apartments normally do not have closets, light fixtures or kitchen facilities; sometimes they do not even have a kitchen sink. Generally, they are rented "completely empty". Furthermore, an accommodation may only be used in accordance with its designed purpose; a warehouse cannot be used as living quarters. When moving out, the living quarters must be left in the same condition as at the beginning. For example, if the interior was completely repainted before arrival, painting must be done before

leaving, usually at your own expense. Unless your contract states differently, or a special agreement exists, the normal term of notice of termination in Germany is three months.

RENT

Normally rent is divided into two parts: "Kaltmiete" or "Warmmiete", simply meaning "Cold" or "Warm" rent. These expressions pertain to the two parts: "Kalt" means just the basic rent for a house or apartment. "Warm" means the amount of money really paid which includes the basic rent and other charges for utilities. These charges may include cold and warm water supply, heat, waste disposal, used water disposal, street cleaning charges, etc. These are paid for by monthly instalments and are summed-up once a year. The landlord is required by law to prove by a specified bill the exact amount of charges incurred and how they are divided between all the users.

UTILITIES

In Germany the power plugs and sockets are of type F. The standard voltage is 230 V and the standard frequency is 50 Hz. Energy (electricity and gas) provision in Germany is shared by a mix of regional and national companies. Unlike the water supply system, the energy market has been private since the late 1990s, meaning you are free to choose your own supplier. Numerous companies compete to provide the best deals. Gradually, however, consumers in Germany have begun to turn away from private energy companies. In many areas power grids are being returned to public control. With less of



an emphasis on profit, these municipal utilities tend to offer more stable rates and invest more in green technology. With so many companies and packages on offer, it pays to shop around. If you're unsure which supplier to go with, try using energy comparison sites which may help you find the best contract. If you are renting an apartment, gas and electricity usually are not included in the costs (Nebenkosten) but classed as separate utilities. Check your tenancy agreement if you are not sure what is included in your rent.

If you do not take out a contract with a supplier, you won't be cut off, but instead, you will be automatically assigned a default type of contract called a "Grundversorgung". While this ensures you an uninterrupted supply of electricity and gas, it rarely offers you good value for money. It, therefore, makes good financial sense to choose your own energy supplier.

HEATING

Most houses and apartment buildings use natural gas or fuel oil for heating. If renting a single house, you will have to take the necessary steps to be supplied with gas from a local company or with oil from one of the local suppliers. Oil companies have varied prices for oil so shopping around for the best price. The price may also be different according to the amount ordered and is generally cheaper in the summer.

WATER AND SEWAGE

The water supply network is public. The water supply company is determined by where you live; you do not have a choice. If you are renting an apartment, the costs for water supply are usually included in the additional costs (Nebenkosten). The amount of pay is based on the consumption, and may be adjusted according to quarterly or yearly meter readings.

GARBAGE

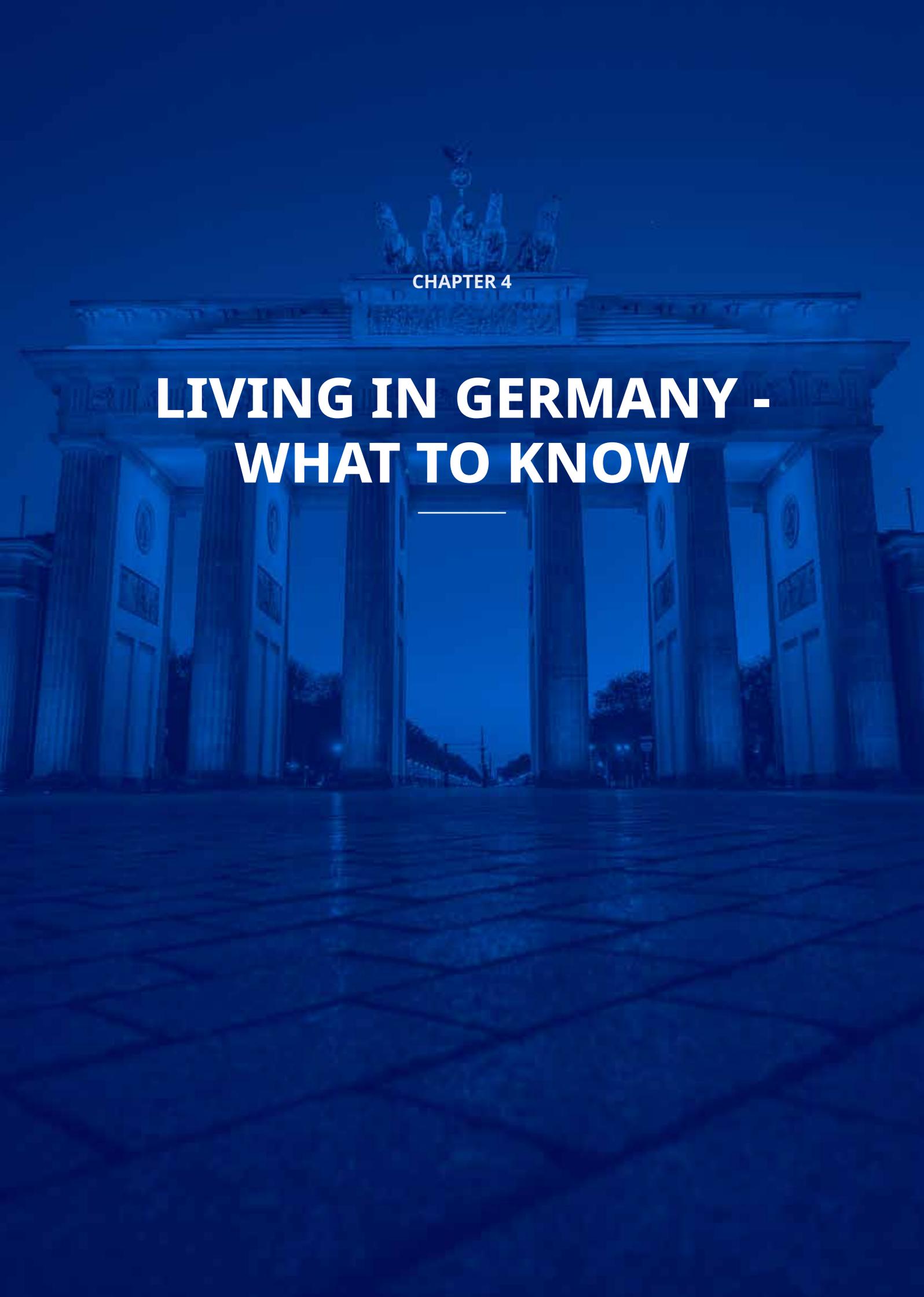
In Germany, waste separation starts with the consumer, i.e. households must sort their trash and put it in separate bins and containers. A large part of the waste generated in Germany is reused and composted, which saves resources and protects the nature.

Garbage is generally picked up once a week – the landlord usually provides all necessary information about the dates and which containers to be used. Please inform yourself about the waste separation policy of your place of residence in Germany.



TELEPHONE, INTERNET CONNECTION

The most common form of internet connection in Germany is DSL, although there are other internet providers who offer cable and fibre optic connections. Prices vary according to your provider and internet speed. Be aware that it is common for German internet providers to offer packages based on a minimum contract period (Mindestvertragslaufzeit). To get your phone connected, you will need to take out a contract with a fixed phone line provider in Germany. Be aware that once you have taken out a contract, you are locked into it for the duration of its term (usually 12 months in Germany). Often, your internet provider will offer a combination package that includes a phone line for little or no extra cost.

A blue-tinted photograph of the Brandenburg Gate in Berlin at night. The monument is illuminated, and its reflection is visible on the wet pavement in the foreground. The sky is dark, and the overall mood is serene and historical.

CHAPTER 4

LIVING IN GERMANY - WHAT TO KNOW



Bernkastel-Kues, located on the Moselle.

The area around NATO Air Base Geilenkirchen offers a variety of possibilities to go out alone or with the family. From beautiful nature to medieval cities with various sights. The area around the airbase offers it all. This chapter includes practical information and some tips about living in Germany. For more information about rules and regulations, or to go out at the Dutch side of the border see JFC Brunssum part.

GERMANY

When you settle in another country, there is nothing better than being able to feel at home as quickly as possible. With some 83.1 million inhabitants, Germany is the most populous nation in the European Union. Most people in Germany have a high standard of living. According to the UN's HDI Index, Germany is one of the most developed countries in the world in terms of life expectancy, degree of literacy and per-capita income. Germany considers itself a welfare state, whose primary task is to protect all its citizens. Almost 50 percent of people in

Germany live in rented accommodation, this is the highest level on a European comparison. The religious landscape in Germany is shaped by increasing plurality and secularisation. 53 percent of the German population confesses to one of the two major Christian faiths, organised in the 27 Catholic dioceses and German Bishops' Conference and the Protestant regional churches under the umbrella organisation Evangelical Church in Germany (EKD). Islam is gaining in significance for religious life owing to migration. There are an estimated 5 million Muslims in Germany from 50 different nations. Jewish life in Germany, which was entirely destroyed after the Holocaust, has been revived since the end of the Cold War thanks to migrants from the former USSR. Today around 200,000 Jews live in Germany. Around 96,000 of them are organised in 105 Jewish communities, which have a broad religious spectrum and are represented by the Central Council of Jews in Germany, founded in 1950.

YOUR LEGAL STATUS ASSIGNED TO NAEW&CF

The status assigned to the NAEW&CF military and international civilian staff and to the extent applicable that of their dependents is governed by the NATO Status of Forces Agreement, the Protocol on the Status of International Military Headquarters set up pursuant to the North Atlantic Treaty (Paris Protocol) and other bilateral agreements between Germany and NATO. It is to be noted that the laws and regulations of Germany shall be respected.

MAINTENANCE OF LAW AND ORDER

Law enforcement in Germany is, in principle, conducted by the German Police at the state level. In Germany around NATO Airbase Geilenkirchen this is the police of North Rhine Westphalia (NRW). It is possible to seek assistance of the local police. For immediate, urgent matters such as witnessing crimes or life threatening circumstances call 112. This is a 24/7 control room that will dispatch immediately either police, fire brigade or ambulance support as required.

MILITARY POLICE ON BASE

On NATO Air Base Geilenkirchen, the Military Police (MP) has the authority to maintain security and order under the authority of FCC. Their authority is limited to the base premises. The MP station is located at building 36. The MP emergency line is operated 24/7, extension **-2222**.



Agreement, the Protocol on the Status of International Military Headquarters and other bilateral agreements do NOT grant members of a Force a waiver for their privately owned weapons.

TAX RELIEF

The applicable international agreements and host nation laws allow eligible personnel of the NAEW&CF to purchase certain goods and services free of customs duties and taxes. The use of these tax/duty free goods is for personal use and consumption only. The transfer, by way of either sale, gift or otherwise of any goods obtained tax-free is subject to prior authorization by German customs authorities (and possible payment of taxes due). Details can be found in HQ NAEW&C Force Order 9.2-3.

LEVIES

Regardless of the tax relief scheme, levies have to be paid including, but not limited to, sewage charge, garbage collection charge, chimney sweeper charge, street cleaning charge.

HEALTH, ENVIRONMENT and SAFETY

NATO Air Base Geilenkirchen follows health, environmental and safety standards which meet the level of the German Host Nation.

LEGAL ADVISOR OFFICE

The above is only a partial overview of legal matters. There are many other areas where personnel might wish to seek legal advice and assistance in regard to their status and entitlements. To avoid misunderstandings, the Legal Advisor Office (FHL) does not provide legal assistance to staff members for their personal affairs. Therefore it is recommended to obtain (German) legal aid insurance coverage while staying in Germany.

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Experience the city

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Festivals, pubs, heritage and markets 52 weeks of the year

Sittard-Geleen is a city that knows how to enjoy life. You see it in the many restaurants and pubs. And in the event calendar, packed full year round. Lovers of culture enjoy the historical heritage and the surprising cultural offerings. But lovers of sport also have more than enough to do here, whether they want to get out in the great green outdoors or push their limits in one of the many sports centres and clubs.



Sittard-Geleen has all the ingredients for a nice day of serious shopping. Here you'll find not only unique boutiques, hip clothing stores, exquisite antique stores, charming curiosity shops, and countless speciality stores, but also all the major national and international chains. Along the way you won't be able to resist stopping in at one of the many adorable cafés for a break. For all things home and garden, head out to the Gardenz shopping boulevard. The famous weekly markets are always fun and extremely popular.



NATO OTAN



WORKING IN GERMANY

Before taking up employment, staff and dependents are advised to familiarize themselves with the basics of German employment law. For certain foreign citizens, in particular from non-EU countries, a work permit may be required in order to start employment in Germany. Employers in Germany must respect minimum wages. Deductions for income tax and social contributions will be made from the gross salary. Social contributions include mandatory health insurance, care insurance, unemployment insurance and pension contributions. Minors are specifically protected under German employment law.

LEAVE/VACATION

One of the major interests of people moving to a foreign country is the opportunity to take leave and holidays to tour their new area. Although it is a NATO organisation, leave policy for the NAEW&CF are aligned with individual national entitlements. Details and specific of policies regarding leave/vacation are spelled out in NAEW&C Force Orders.

HOLIDAYS

NAEW&CF observes German national and legal holidays since it is located in Germany; this applies to all members. Subject to operational requirements, NAEW&CF military and civilian personnel should generally be permitted to observe other religious or national holidays. Such days taken shall count against the leave allowance for international absence in accordance with the corresponding policies.

GERMAN HOLIDAYS AND CELEBRATIONS

New Year's Day

January 1st, celebrates the beginning of the New Year.

"Heilige Drei Könige"

This celebrates the feast of the three kings or Epiphany on January 6. This feast commemorates the arrival of the three kings in Bethlehem. In rural areas in Germany with a large number of Catholics, children, made up as the three kings go from house to house, carrying the star-shaped lantern on a stick; they are known as "star singers". They sing their traditional song and usually receive donations for various charities. They may mark the letters B-C-M in chalk near your door for the names of the three kings.

Carnival and "Fasching"

"The Crazy Time" officially opens 11 minutes after 1100 on the 11th day of the 11th month of the preceding year, but it reaches a fever pitch in the week leading up to lent. This is truly one of Germany's and Holland's most celebrated times of the year, dating back to pre-Christian times. There is a theme of costume balls, parades, lots of drinking, singing, and simply "letting loose" of the German and Dutch people.

Good Friday, Easter and Easter Monday

Europe celebrates the Christian holidays of Good Friday, Easter and Easter Monday to commemorate the crucifixion and resurrection of Jesus Christ.

May Poles

In Germany, on the eve of the first of May, admiring unwed gentlemen place a birch tree decorated with colourful ribbons on the roof of their girlfriend's homes. Some roof tops may have multiple trees because more than one young



lady lives in the house – or perhaps there is more than one admirer. The trees come in all sizes and shapes and are always affixed to the roof after dark so the girlfriend is “surprised” in the morning.

Labour Day.

In Europe, May Day, May 1, celebrates a workers’ day.

Ascension Day

This day is celebrated 40 days after Easter as the day Christ ascended into heaven.

Whit Sunday and Monday

Also known as Pentecost, this festival commemorates the descent of the Holy Spirit on the Apostles.

Corpus Christi

This “Body of Christ” festival of the Catholic Church honours the presence of Christ in the sacrament of the Eucharist. Outdoor processions are usually held on this day, blessing the fields for a bountiful harvest.

Oktoberfest

Originally, this celebration was for the end of the harvest. Many towns, including Geilenkirchen, have Oktoberfest celebrations complete with beer, German folk bands, bratwurst and fun.

German Unity Day

On October 3, Germans celebrate the reunification of East and West Germany in 1990.

All Saint’s Day

November 1 is All Saint’s Day, the feast of all known and unknown saints. The lovely evergreen arrangements sold in the fall and early winter are placed on the graves.

St. Martin’s Day

November 11 is the feast day of St. Martin. In Germany, you’ll see children carrying bright paper lanterns through the streets as they sing songs about the sun, moon and stars and some towns have big lantern parades. Children then receive candy or goodies after the parade.

St. Nicholas Day

In The Netherlands, “Sinterklaasavond” and in Germany, “Nikolaus Tag” is celebrated on 5 December and December 6 respectively. This day commemorated Bishop Nicholas of Myra who lived in the Fourth century. According to legend, he gave enormous endowments to three daughters of impoverished noblemen. Children leave their shoes out of the night of December 5, hoping to receive gifts and sweets in them.

In some villages, St. Nicholas comes to the home of children to bring small gifts or sweets.

Christmas Markets

In the weeks before Christmas, Christmas Markets are held in many German and Dutch towns and cities. A wide variety of hand-crafted and factory-made products are available at these markets. The Christmas Markets in Nürnberg, Aachen and Köln are particularly well known. “Glühwein”, a hot, spiced wine, is a popular drink during this time of year.

Christmas

Christmas is a time for family. Family members usually put up their Christmas tree on Christmas Eve and then the “Christ Child” brings gifts.

Boxing Day

December 26 is the day, traditionally, that gentry would give presents to servants and tradespeople. This day is also the Feast of St. Stephen, the first Christian martyr.



CLIMATE

Geilenkirchen has a cool, maritime climate, influenced by moisture-laden winds from the Atlantic Ocean, sweeping across the lowlands of Belgium and the Netherlands. Partly cloudy to cloudy skies are common, especially between October and March. During this period, frequent storms, originating in the North Atlantic Ocean, bring gusty westerly winds and periods of wet weather. Particularly during fall and winter, there is the possibility of heavy fog and even black ice on the road. During mid-winter, around January and February, north-easterly winds may prevail bringing temperatures below zero degrees Celsius from Siberia to Western Europe and Geilenkirchen. Except for winter storms, winds are generally around 10 knots from the southwest to west. Most thunderstorms occur during the summer, averaging five to seven days per month. The greatest amount of annual precipitation is also received during this time. Precipitation occurs on an average of six to eight days a month throughout the year, with annual totals averaging 769 mm (30.3 in). Most of the precipitation is rain, with snow occurring less than 20 days per year. Despite its northerly location, Geilenkirchen has a relatively mild climate.

CURRENCY

The Euro can be used in 19 EU countries: Austria, Belgium, Cyprus, Estonia, Finland, France, Germany, Greece, Ireland, Italy, Latvia, Lithuania, Luxembourg, Malta, the Netherlands, Portugal, Slovakia, Slovenia and Spain. Paper notes and metal coins are used and come in the following values:

EURO COINS AND BILLS

500 Euro note
 200 Euro note
 100 Euro note
 50 Euro note
 20 Euro note
 10 Euro note
 5 Euro note



2 Euro silver / brass coin
 1 Euro silver / brass coin
 50 Euro Cent brass coin
 20 Euro Cent brass coin
 10 Euro Cent brass coin
 5 Euro Cent copper coin
 2 Euro Cent copper coin
 1 Euro Cent copper coin

CARDS

Visa, Meastro and Mastercard are widely accepted in Germany. You can also use American Express and Diners Club credit cards; however,

they're accepted in fewer locations.

Some businesses may not accept cards for purchases below a certain amount and some supermarkets won't take credit cards at all. Paypal is widely used for internet transactions.

DRIVING IN GERMANY

German rules and regulations for privately owned vehicles (POV) and the applicable traffic regulations may differ from those in our employees' home countries. Therefore, it is especially important to be well-informed about the local regulations.

VEHICLE REGISTRATION IN GERMANY

Newcomers must register their POV within three months after their arrival at NATO Air Base Geilenkirchen.

The following registration systems are available:

- German Civil POMV Registration System
- USAREUR Registration System
- All POVs must be registered at the NATO Air Base Pass Office

The national support units or the Legal Advisor has details about eligibility for the above mentioned systems.

For the de-registration of POVs and the transfer home, it is advised to collect the necessary information about the relevant laws of the home country and the above mentioned systems at least three months before leaving the Force. Excessive amount of pollution may lead to driving limitations within entire cities or districts of Germany. A major cause of air pollution is the exhaust fumes from cars. Germany introduced a special sticker to be put onto your windshield.

PARKING

Many cities in Germany and in The Netherlands identify parking lots with large blue "P" signs. The large blue "P" signs showing a parking disk indicate that you may park for free in the area

designated for a certain length of time, but that you must display your parking disk in the front window of your car.



Parking disks are available for a small cost at most gas stations. To use a parking disk, set the dial so that the arrival time (to the nearest half hour) lines up with the arrow on the disk, and place the parking disk on the dashboard visible from outside. On the Microsoft SharePoint of Security Squadron you will find an overview about the German Road Fines Catalogue for traffic road off-base offences.

IF INVOLVED IN A CAR ACCIDENT

NAEW&CF members are subject to German traffic law and should keep these tips in mind if involved in a traffic accident.

- Above all, do not leave the scene of the accident! "Hit and Run" is a serious criminal offence. If you leave the scene of an accident, your insurance company may deny you coverage.
- Take necessary emergency steps. If someone is injured, call for medical assistance (Germany Extension 110 or 112) and make sure that traffic is warned by placing a warning triangle 100

meters in front of and behind the scene of the accident (situation related). Use your first-aid kit if needed.

- Call the police (Germany Ext: 110). If the accident occurs on a US or NATO installation, call the Military Police immediately. If the accident occurs off of a US or NATO installation, you must notify the local police, who may or may not respond to non-injury accidents.

Whether or not the police respond, be sure to take all steps in the next paragraph.

- Get information from other drivers involved in the accident. Get the name, nationality, home address and phone number, work address and phone number, age, license number, vehicle registration number, type of vehicle and colour, and the name and address of the insurance company of other drivers involved. Give other drivers the same information about you. Get names and addresses of witnesses.
- Write down the facts surrounding the accident. Draw a diagram of the position of the vehicles involved, the direction vehicles were traveling, point of impact, and any other relevant information, such as position of traffic signs and signals near the scene. Take pictures of the accident scene and of vehicle damage if possible (Use your mobile).
- Co-operate with the police, but be careful what you say. The police report may be important evidence in determining fault. Give yourself time to formulate answers to police questions; if you are not sure what and how to say/answer, please give no answer directly and refuse to make statement about the accident.

AACHEN

Aachen is city at the intersection of three countries – Germany, Belgium and the Netherlands.

Aachen may not be the first city that springs to mind when you think of visiting Germany. However, it's a hidden gem that shouldn't be overlooked. It is home to one of the oldest cathedrals in Europe, and was the centre of Charlemagne's empire – and it is known for its geothermal hot springs that you can still soak in today.



Constructed by Emperor Charlemagne around 796CE, Aachen is one of the oldest cathedrals in Europe. Although it was heavily bombed during World War II, it underwent a 30-year, €40m renovation, completed in 2011, and is back to its former glory. Check out the spectacular Barbarossa chandelier in the centre of the octagonal inner room, as well as Charlemagne's imperial throne and gilded shrine. The 45-minute guided tour is well worth your time.

The Romans had a saying, "Salus per aquam", which means health by water, and you'll certainly feel rejuvenated after a day in this indulgent thermal spa. Chill out in one of eight

indoor or outdoor pools, enjoy a brine steam bath or relax on a sunbed in the Carolus beach area. You can also see the mineral thermal waters, first enjoyed by the Romans, cascade down the garden steps into the outdoor pool below.

No trip to Aachen would be complete without sampling the city's signature delicacy, Printen. The recipe for these sweet cakes is a closely guarded secret, passed down through the generations, but they taste like spiced gingerbread. Legend has it that a baker's apprentice outwitted the devil and saved Aachen's people from starvation by resurrecting the famous recipe – so it must be worth a try!

Four weeks before Christmas, Aachen becomes a winter wonderland. The lanes and squares around the city centre are transformed into a festive market, with beautiful fairy lights and the deliciously spiced smell of Printen in the air. It's a hub of activity for locals and visitors alike, so it's little wonder it regularly makes it into lists of the top 10 Christmas markets in Europe.

Aachen, a border city with around 245,000 inhabitants, is about a half hour's drive from the Component. Life here is a rich kaleidoscope ranging from the traditional to the futuristic and "as colourful as a painter's palette". The city is considered a spa resort, industrial city, university town, equestrian centre, congress city, and interface for international contact. The framework is green – Aachen well deserves its reputation as the city in a rural setting - with more than 2,500 benches for hikers and strollers to rest. The setting is cosmopolitan with Belgium and the Netherlands just next door. The hills of the Eifel and Ardennes ranges are visible.

2000 Years

Two millennia of lively history have left their traces here, as antiquity, Middle Ages and modern life jostle in the narrow confines. The Imperial cathedral with Charlemagne/Karl der Grosse's Palatine Chapel is but a step away from the variety of shops in the Roman colonnades. The lovingly restored alleys of the old city present a vivid picture of past cultures. And what could be more pleasant than to while away the time in the beautiful cafes and bars?

Many Markets

Another feature of Aachen is its colourful variety of markets: flea markets, art markets, the handicraft markets and the historic annual fair in the Kornelimünster quarter lure visitors from near and far. The 40,000 students at the Technical University and Polytechnic add a special character to the city's business life.

Show Jumping

The most popular of Aachen's major events is the annual show jumping, riding and driving tournament in the world's largest equestrian stadium. Aachen has earned its title as "the Mecca of equestrianism", bestowed on it by newspapers and specialist magazines throughout the world. For all its inhabitants, there is no sense in the city of nature being driven out by concrete and steel. If anything, the reverse is true; the extensive city forests, the Burtscheid spa park and its counterpart on the Monheimsallee all offer a perfect setting for walking or simply loitering. Aachen's joie-de-vivre is reflected in the variety of springs that await the visitor at so many points throughout the city. Aachen, at the heart of Europe, the westernmost city of Germany, is a rich world of discovery.

COLONIA AGRIPPINA (COLOGNE/KÖLN)

Cologne, German Köln, is the fourth largest city in Germany and largest city of the Bundesland

(state) of North Rhine–Westphalia. One of the key inland ports of Europe, it is the historic, cultural and economic capital of the Rhineland.



Cologne is situated about 34 km northwest of Bonn and 40 km southeast of Düsseldorf. It lies 65 metres above sea level, just below where the Rhine enters the fertile North German Plain.

The Cologne Cathedral eclipses in its size and grandeur all other historic buildings in the city. Its twin towers rise 157 metres above the city centre. Cologne is rich in museums and galleries. There are several museums throughout Cologne including the Wallraf-Richartz and Ludwig museum complex, with an exceptionally comprehensive collection ranging from paintings of the medieval Cologne school to contemporary art; the Schnütgen Museum of medieval ecclesiastical art; the Museum of Oriental Art, with artworks from China and Japan; and the Rautenstrauch-Joest Museum, with ethnological collections. The Roman and Germanic Museum houses artifacts from the period of the

migrations of the Germanic peoples and that of the Roman occupation. Special exhibitions are held in the Josef-Haubrich Hall of Art exhibition centre near the Neumarkt. A city museum and museums of photography and chocolate are also notable.

Throughout most of the year, Cologne provides a variety of musical programs. Particularly notable are the Gürzenich concerts and those held in the concert hall of the Westdeutscher Rundfunk. The annual Rhenish pre-Lenten carnival is celebrated with great ceremony, culminating in the Rose Monday festival before Ash Wednesday.

The Cologne Carnival is the big carnival that Cologne is known for. If you live in Cologne, there's no way around it – unless you lock yourself in at home for a week. Every year during Carnival, the entire city is rendered out of commission. And whoever forgets to book his vacation beforehand will have to occasionally fight his way through the masses of partygoers on Rosenmontag (transl. Rose Monday) in order to get to work. But CBS students need not worry – there are no lectures for one week over Carnival. The fifth season of the year officially starts on 11/11 at 11:11 am. From this point onward, the Carnival clubs put on their events. The highlight of the Carnival celebrations is the Street Carnival early in the year. From Weiberfastnacht to Ash Wednesday, the city goes crazy. The Cologne Rosenmontags Parade is well known far beyond the national borders and is the highlight of the Carnival week. Here, the whole city hits the streets - together with hundreds of thousands of visitors from all over the world.

North from Bonn, the Rhine valley quickly broadens, and from far away it is possible to see the two gigantic towers of Cologne cathedral, the last great cathedral on the middle Rhine. Colonia Agrippina was the name of the Roman settlement and age-old metropolis of the Rheinland which today is the fourth largest city in Germany. In

the Middle Ages the town owed its power and influence to the church. Until the 13th century, the Cologne archbishops were not only spiritual but also temporal princes who built more than 150 churches, monasteries and seminaries in their town and turned it into a magnificent centre of religious, intellectual and artistic life in western Germany. Ninety percent of the old town of Cologne was destroyed in the Second World War. The cathedral, although damaged, was preserved.

FURTHER AWAY

Further away, Berlin, the Alps, the Black Forest, the shores of the North Sea and many other areas offer wonderful opportunities to enjoy and learn about Germany. There are 357,050 square kilometres to discover and almost 80 million people to meet. And, since Germany once again lies in the very heart of Europe, many streets lead to the neighbouring countries to the north, south, west and east.

RHEINLAND

This is perhaps some of the most notable country of Germany. People all over the world are familiar with "Rheinwein". The noble vintages of the Rhine region are found in vineyards located between Assmannshausen and Hochheim. Hochheim gave its name to "hock" the English term for the German white wines. Erbach and Geisenheim are famous for the wine schools; Hattenheim, Keidrich and Rüdesheim are the main towns of the late-ripening Riesling wines. These wines not only require a southern location and protection of the forests to thrive but also need the reflection of the sun on the Rhine and the inconsistencies of the autumn mists to develop its rich bouquet. Growing beside almonds, figs and Spanish chestnuts, the Riesling wines ripen to a heady, spicy sweetness, similar to the Traminer, Gewürztraminer, Ruländer and



Sylvaner varieties.

CATHEDRALS AND CASTLES ALONG THE RHINE

Between the old cities of Speyer and Cologne on the middle reaches of the Rhine, one finds not only some of the most beautiful German landscapes but also the heartland of German history. Here the course of the Rhine and the fashioning of its banks and man's architecture have created a unique variation out of the wooded hills and imperial towns, vineyards and cathedrals, cliffs, river islands and knights' castles.

KOBLENZ

In Koblenz' Carolingian cathedral of St. Kastor, the treaty dividing Charlemagne's empire was negotiated in 842 and ratified a year later in Verdun. The Balduin bridge, built in the 14th century, crosses the Mosel just before it flows into the Rhine; on the other side of the Rhine is the Ehrenbreitstein, the fortress of the archbishops of Trier. At Koblenz two of Germany's most famous rivers merge, the Rhine and the Mosel, home to some of the greatest wines and picturesque landscape in all of Germany. From Koblenz to Trier the Mosel

winds through steep and rugged valleys, covered with vineyards. Each village has its special wine festivals, and year-round wine tasting is a delight.

OUTDOOR FARMER MARKETS

Throughout this area of Germany and the Netherlands, there are food markets virtually every day in one town or another. Most markets throughout the area sell produce, meat, cheese, fish and flowers. Everything is sold in individual stalls, and on weekend markets there are other items for sale, such as hardware, clothes, and costume jewelry.

MARKETS IN GERMANY

The Geilenkirchen weekly market is on Tuesdays and Fridays from 7:00 a.m. to 3:00 p.m. at the market square between the town hall and high school. It's very popular throughout the region due to the variety and quality of goods. There are over 20 market stalls with a wide range of food and consumer goods. Products that you can buy range from flowers, fruit, vegetables, meat, poultry, sausage, cheese and fish, but also wildlife, spices, wine, leather goods, clothing and



CHAPTER 5

USEFUL ON BASE FACILITIES AND OFFICES

decorative items.

MEDICAL FACILITIES

The Medical Squadron provides a crash crew medical response capability during airfield hours of operation. It also provides emergency medical and dental care for all on-base personnel, conducts flight physical examinations and performs immunizations required for E-3A Component personnel. The Occupational Health Officer conducts physical examinations of the E-3A Component's military and civilian personnel, as required by Host Nation laws and regulations relating to occupational health, industrial safety and environmental protection.

The Medical Squadron also runs a first aid training programme in English and German for all E-3A Component members.

The US Clinic provides routine outpatient medical and dental care for US military members and their families and routine outpatient medical care for military members and families of all other participating nations, except Germany.

The German Medical Branch gives medical service to German soldiers in accordance with national German regulations. It is collocated with the NATO Clinic.

PUBLIC AFFAIRS OFFICE

The Public Affairs Office's primary mission is to support communication, on and off base. As NATO's only integrated multi-national flying unit, the E-3A Component often generates media interest, especially when the E-3A supports operations and exercises.

The NAEW&CF is routinely featured in print and broadcast media worldwide. PAO maintains the public website, Facebook, Twitter and Instagram, and provides internal and external media coverage. The monthly base newspaper "Skywatch," is designed to provide a broad look at events and activities on base, ranging from

operational to family and social events.



To support the external audience, the Community Relations program seeks to develop strengthened ties between our neighbours and the base.

If you are approached by media on the NAEW&CF activities or have identified interesting events for internal or external publication purposes, please inform PAO.

Location: Building 320, room 205
 Telephone: +49 2451 63 1081 or 1082
 Email: ofc-hqfhp@naew.nato.int



HELP AND SUPPORT NETWORK

As a representation of the Alliance, the NAEW&CF is composed of a wide range of personnel coming from different nations, with various ethnic, linguistic, cultural, economic or political backgrounds.

Like it is NATO's purpose to safeguard the freedom and the security of all its members, we are united by the commitment to provide a safe and supportive working environment where everybody feels welcomed and appreciated. It is our goal here at the Main Operating Base as well as all at our Forward Operating Bases and Location.

The NAEW&CF has a zero tolerance policy on harassment, of any kind. It is unlawful and violates, among others, the NATO Code of Conduct.



We will not accept nor tolerate:

- Verbal abuse – yelling, swearing, name calling and vulgarity
- Cruel comments, belittling and insults
- Personal and offensive jokes
- Malicious rumours, gossip and lies
- Unjust, harsh and constant criticism
- Threats or physical abuse
- Aggressive behaviour
- Intentional exclusion and isolation of co-workers
- Intimidation or malicious manipulation
- Deliberate false accusations
- Sabotaging or taking credit for co-workers efforts
- Invading a co-worker's privacy or personal belongings
- Sexual harassment, unwanted or unconsensual physical contact or (cyber) stalking (to include abuse of recall roster information)
- Unequal treatment on the basis of ethnicity, colour, gender, nationality, age, disability and religious beliefs

Your local team of the Gender Advisor and Gender Focal Points as well as your Diversity Officer will provide advice in the prevention of bullying and harassment, as well as emotional support and counselling in dealing with incidents of this nature.

For more information please contact ofc-diversityofficer@naew.nato.int

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The METEOROLOGY BRANCH (SWAM)

The Meteorology Branch is usually situated in the ATC tower building (219). Our mission is to provide tailored aviation weather forecasting and meteorological support for safe and efficient conduct of operations, this includes airfield weather observations, daily weather briefings, planning forecasts, and reach back support. In case of severe weather, we are responsible for issuing weather warnings for ground operations. SWAM collects climatological data from the MOB, training sessions on weather topics can be arranged on request, and we can be contacted for a variety of other weather related questions.

Location: Building 219
 Telephone: +49 2451 63 6180

NAEW&C FORCE GK CIVILIAN STAFF COMMITTEE

The Civilian Staff Committee (CSC) is responsible for protecting the professional interests of the almost 500 NAEW&CF NATO Civilian Staff, comprised of NAEW&CF Headquarters, E-3A

Component and the MSEC. The CSC is elected by all Civilian Staff Association members. It provides proposals for improving their collective interests and conditions of work and employment, providing advice to the competent administrative authorities, and representing the views of the staff as a whole. The duties undertaken by members of the Staff Committee are part of their normal service, and the fact of performing such duties shall in no way be prejudicial to the person concerned.

The Committee consists of 12 elected staff members from all entities of the NAEW&CF. From its members the Executive Committee (Chair, vice-Chair, Secretary and Treasurer) is elected. Staff elect committee members every three years.

STAFF REPRESENTATION NATO-WIDE

Elected committee members regularly attend, in cooperation with the NATO Confederation, the NATO Joint Consultative Board, NATO Health Insurance WG, DCPS Management Board, RMCFS Supervisory Committee, Retiree Organizations and Confederation plenary meetings.



Local Civilian Staff Committees (CSC) serve as executive agents, in accordance with article 88 of NATO Civilian Personnel Regulations (CPRs). CSCs constitute “the first line of defense” for the civilian staff members: they are responsible for protecting the professional interests of colleagues at a local level. CSC objectives include assisting with maintaining positive employee and employer relations, monitoring staff morale, attending a diversity of Committees and Boards as full members, and participating in the recruitment processes. It also aspires to helping to ensure proper implementation, at the local level, of NATO-wide human resources policies, helping staff to legally challenge individual administrative decisions if all possible channels have failed to find an amicable solution. Ultimately, the association upholds the core values that form the basis of the NATO Code of Conduct

DEFENDING STAFF MEMBERS

International Organizations are ‘sovereign’ entities protected by immunities: national labour laws do not apply to them. NATO staff

conditions of employment are governed by rules and regulations defined by the Organization and approved by the Member States. Work-related grievances can therefore not be brought to national tribunals prior to have complied with the procedures agreed to between employer and employee as laid down in the NATO Civilian Personnel Regulations (NCPR). They are to be handled according to NATO’s Internal Justice System and can ultimately be ruled upon by the NATO Administrative Tribunal (AT). Under certain conditions, the CSA may assist staff members who file appeals to the AT. The NAEW & CF CSA, in cooperation with the Confederation, serve the aims of both NATO staff and management in the organization by helping to make NATO a better workplace.

Please contact us at one of the following:

Walk-In Sessions: Bldg 80, Thursdays 14:00-16:00 (except Holidays)
 Telephone: +49 (0) 2451-63-3953
 Email: ofcggk-csa@naew.nato.int





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CHAPTER 6

ACTIVITIES AND SUPPORT SERVICES ON BASE

The pace of operations on base can sometimes be very hectic. To offset this, the Food & Services Branch provides high-quality on-base leisure facilities. An extensive Morale and Welfare Activities (MWA) programme is in place, ranging from sport activities, a GK Junction as the focal point of the MWA activities, a Thrift Shop as well as facilities for deployed personnel at the Forward Operating Bases and Location. Additionally, the Branch is responsible for the entire food service operation, including a centralized dining facility, called the Rotodome, an all-ranks club (E-3A Club) and a Flight Kitchen supporting operational missions.

ABOUT MWA

The Morale and Welfare Activities programme offers a diverse range of activities to meet the needs of E-3A Component personnel. They have been established in accordance with ACE Directive 5-1 and all other relevant NATO mandates. The MWA program supports the physical and mental wellbeing of participating individuals by providing athletic/sports & recreational activities, food services, GK Junction, VAT/Tax Office, Thrift Shop and various officially recognized private clubs and societies.

ROLE OF THE MORALE & WELFARE ACTIVITIES COUNCIL (MWAC)

The MWAC is an official advisory body responsible to the ACO Commander with regard to all aspects of E-3A Component Morale and Welfare Activities in accordance with E 3A Component Order 1.3-3. The MWAC is composed of the Senior National Representatives (SNRs) or their designated representatives; the NATO Civilian Staff Association (CSA) and the LWR Works Council also each have a primary and an alternate representative (a list of names and telephone numbers can be found on the Intranet Food & Services Branch WSS page). You are highly encouraged to forward any suggestions/concerns

in regard to MWA activities to your respective national representative for further consideration by the MWAC. Any input received is taken seriously and evaluated by the MWAC. For more information, please contact Food & Services Branch, Ext. 6020 or refer to the Food & Services Branch/Morale and Welfare Activities webpage.



RELIGIOUS ACTIVITIES

The Geilenkirchen Chapel Staff welcomes you to this community. We have an exciting, diverse, loving, and growing chapel community. Our weekend services are designed for spiritual growth, service, and development. In addition to the weekend worship services, there are multiple weekday opportunities to enrich your spiritual life.

Your Chapel staff provides a wide variety of services to include:

- Confidential counseling
- Weddings
- Baptisms
- Pre-Marital Counseling

- Unit Visitation
- Marriage Counseling
- Community Outreach
- Marriage Enrichment Programs
- Vacation Bible School
- Crisis Intervention
- Grief Counseling
- Worship Services
- Religious Education

Protestant Schedule Worship Service
on Sunday's 11:15

Catholic Schedule Mass Monday through
Thursday 11:30, Mass Sunday 09:30

For more Information please call

Location: Chapel Building 3

Telephone: 02451-637229/DSN 458-6003.

FOOD SERVICES SYSTEM

The Food Services System contains the follow facilities and services:

- Rotodome
- Flight Kitchen
- E-3A Conference Center
- Frisbee Club
- Bavarian Cellar
- Red Lion



ROTODOME

The Rotodome operates as a self-service restaurant providing breakfast and lunch meal periods with a variety of options. Patrons choose their meals and drinks and pay for the items at the cash register.

Take away meals can be purchased Monday through Thursday from 1000-2100 and on Fridays from 1000-1400 from the flight kitchen for those who reside in billeting.

Opening Hours:

Breakfast (dine in & take away): 0600-0930

Lunch (dine in & take away): 1100-1330

FLIGHT KITCHEN

The flight kitchen operated out of the same facility as the Rotodome and prepares all flight meals for E-3A operational flying missions. Flying members assigned to Geilenkirchen will be instructed on how the flight meal program and ordering process works during their inprocessing.



**E-3A Conference Center, FRISBEE CLUB,
BAVARIAN CELLAR and RED LION**

These leisure facilities and are open to all base personnel and dependents. The E-3A Conference Center facility also serves as the base's main conference centre and is available to schedule for conferences, official and private functions, and base social events. The facility can hold functions up to 350 personnel.



Opening Hours:

E-3A Conference Center:

Monday – Friday 0800-1630 (and on request)

Frisbee Club:

Tuesday, 1600 – 2230 and Friday, 1400-2000

Bavarian Cellar:

Thursday, 1600 – 2300 or per request for special occasions

Red Lion:

Wednesday, 1600 - 2300

All Food Services questions or feedback can be sent to the email org box

ofc-e3aclub@naew.nato.int or to the Supervisor Food & Services 6023.

SPORTS DEPARTMENT

The Sports Department and Recreation Activities aim to motivate E-3A Component Personnel and their families to take part in varied programs to stimulate their physical and mental wellbeing. The Sports Department offers sports, fitness and wellness programs. There are various check-out services for sports for free individual use of the sports facilities for all E-3A Component members.

The Sports Department has one gymnasium (including a weight and cardio room), tanning beds, a swimming pool, one squash courts, several sports fields (softball, soccer, volleyball), cross trails, a running track, a high and long jump as well as a shot put facility and a golf driving range.

For detailed information, please visit the **Services Branch webpage**.

Opening hours:

Monday-Thursday; 09:00-17:30 hrs

Friday; 09:00-16:00 hrs

Saturday-Sunday; Closed

Telephone: +49 2451 63 6060/6061

Email:

ofc-swcs-sport@naew.nato.int

GK JUNCTION

The GK Junction is located in building 71 and is the middle point of the Services Branch with a variety of activities combined in one building.

- German Post office (sending and receiving mail/packages)
- Magazines/newspapers
- Library





- Component merchandise
- Cards
- Books (selling)
- Coffee Bar
- Info stand
- Pop-up stores

Opening hours:

Monday-Friday; 09:00-14:30 hrs
 Saturday-Sunday; Closed
 Telephone: +49 2451 63 6037
 Email: ofc-e3agkswcsgkjunction@naew.nato.int



MAIL - OFFICIAL AND PERSONAL

One of the first things anyone stationed at Geilenkirchen should know is how to get mail. Because there are several systems in use, this may become confusing. Below is a general guideline which can be used.

Official Mail:

HQ NAEW&C Force GK / (insert office symbol)
 Postbox 4xxxx
 D-52511 Geilenkirchen, Germany

Postbox numbers can be found in DM#253510

Private Mail:

At NATO Air Base no personal mail will be delivered to offices, but for private mail, the German Post Office in the GK Junction can be used.

Name
 GK Junction/bld 71
 Lilienthalallee 100
 52511 Geilenkirchen Germany

Opening hours:

Monday-Thursday; 10:00-11:30 hrs
 13:30-15:00 hrs
 Friday; 10:00-11:30 hrs
 Saturday-Sunday; Closed
 Telephone: +49 2451 63 4512/4515

Email:
ofc-e3agkmailoffice@naew.nato.int

VAT/TAX OFFICE SWCS

The VAT/Tax Office, Building 5, provides a tax-free program in accordance with the provisions of Tax Force Order 9.2-3 (Tax Exemption and Customs Clearance). It processes the required paperwork for entitled Component personnel to purchase tax-free items and submits an "Abwicklungsschein" directly to the supplier. This office also provides Border Crossing Forms

to customers wishing to purchase tax-free items outside of Germany. In addition, applications are processed for the resale of tax-free purchased cars and other tax papers (Form 388), etc. Expert advice and registration is also available for tax-free utilities (i.e. electricity, gas, telephone) for personnel of those nations that have an internal contract with the E-3A Component on these matters.

Opening hours:

Monday & Wednesday; 13:00-15:30 hrs
 (only with appointments)
 Tuesday & Thursday; 09:00-12:00 hrs
 (only with appointments)
 Saturday-Sunday; Closed
 Telephone: +49 2451 63 6027/6030

Email
ofc-e3agkswcsvgatilities@naew.nato.int

THRIFT SHOP

You are sure to find a bargain at our Thrift Shop, located in building 60 (Frisbee Club). We sell items such as household appliances, clothes, or children's toys, small items of furniture, entertainment electronics, decorations, gifts, seasonal items, or simply something uniquely special. We will also sell your goods! You may bring up to 10 Items for sale per visit or 20 items per visit six weeks before you move.

In accordance with German Customs requirements, only personnel in possession of a green or yellow Shopping Card are authorized to purchase items at the Thrift Shop. However, everyone is still allowed to bring items for sale. For further information please call ext.4919.

Opening hours:

Tuesday & Thursday: 10:00-14:00 hrs
 (for purchasing)
 10:00-14:00 hrs (for
 submitting items for sale)

Telephone: +49 2451 63 6070

Email:

ofc-e3agkswcs@naew.nato.int

ORCAS SWIM TEAM

The Orcas Swim Team is a competitive swim club which holds two swim seasons: a spring technical season from March to June and a fall competitive season from August to February. We train on Tuesdays, Wednesdays, Thursdays from 1845 to 1945 hrs for 10 years & under, and from 1945 to 2100 hrs for those 11 years & older at the JFC HQ Brunssum Pool in The Netherlands. Improve your swimming, make new friends, learn more sportsmanship, and just have a splash!

Email: president@gkorcas.org

Website: <http://gkorcas.org>

ROD AND GUN CLUB

The Rod and Gun Club provides facilities, equipment and services for the following activities:

Archery:

Wednesdays and Fridays, 1200 –1300 hrs
 The archery range on Base is located in the Northern area, across the runway.

Fishing: The Fishing Commissioner announces fishing events approximately 6 times per year.

We mainly use the trout pond in Hausset, Belgium. Pistol Shooting: Wednesdays and

Fridays, 1145–1300 and every first and third Saturday of the month 1100–1300 The pistol shooting range on Base is located in the Northern area, across the Runway.

Rifle Shooting:

Every 1st Friday of the month, 0800–1100
 Check our Club Home Page "www.nato-rod-gun-club.de" to apply for membership and for updated information. We use the local Garrison Shooting Range in Niederheid. Qualified instructors are available for all disciplines.

Telephone: (President Mr. Dieter Brandt)

+49 2451 63 3915

SCUBA CLUB

The Scuba Club offers a large variety of Scuba Courses for beginners and advanced divers. The training standards are according to CMAS Germany training rules. We provide you with the necessary skills to enjoy the discovery of three-dimensional underwater paradises that most people have never visited. Pool training for beginners and upgrade training to all levels for certified divers is offered at the base pool during the summertime season. In addition, dive trips to local dive locations will be offered frequently to train and improve diving skills. We also arrange other dive trips upon request. The club has scuba equipment available for rent to its members.

Telephone: (President: Mr Heinz Smeets)

+49 2451 63 1932

INTERNATIONAL GOLF ASSOCIATION (IGA)

The IGA is the official E-3A Component Golf Club. The aim of the club is to promote the game of golf by conducting activities for all those who either want to play or learn to play the game. The IGA home course is the "Openbare Golf Brunssummerheide B.V." in the Netherlands, just a few minutes away from the base's West Gate. The course has 36 beautiful but demanding holes, a 9 hole PAR 3, a driving range, putting/chipping greens and a restaurant with terrace that invites one to stay after the

game. Throughout the golf season, the IGA offers numerous tournaments plus a weekly "Club Night" with different fun themes. Using your IGA playing rights you can also join the Brunssummerheide Golf Club, play in their events and obtain an official National Handicap card. All that at unbeatable membership fees. Anybody interested in starting to play golf there is offered a PAR3+ membership which provides all the facilities to develop your golfing skills. Your partner is very welcome and we have a particularly attractive offer for under 19 year old dependants. For information visit the IGA website: www.igagolf.net or the IGA Bulletin Board In the GK Junction. On the Base Portal you can also find information about the IGA under "Component Links", "MWA", "Private Clubs and Societies", "International Golf Association" President of the IGA is Col. Pellemans and the Treasurer Mr. Norman Northcutt
 Email: Treasurer@igagolf.net

INTERNATIONAL TENNIS CLUB (ITC)

The International Tennis Club (ITC) provides a friendly and relaxed atmosphere, where members of the international community can improve their physical fitness and tennis skills, meet with men and women of other nations and the local community, learn about different cultures and backgrounds and increase mutual understanding. The Club supports the integration of the NATO personnel into the local community by accepting associated members from outside the base and by organizing friendly tournaments where all members can meet and exchange thoughts and ideas as well as test their tennis-playing abilities. For information on contacts, prices and accommodation go to the E-3A Component Portal/Clubs and Societies/Tennis Club.
 Telephone (President Mr Hiller): +49 2451 63 3591
 Telephone (Treasurer Mr Van Velthoven): +49 2451 63 3734

GK FLYERS ICE HOCKEY CLUB

The GK Flyers is an international ice hockey club open to all NATO members and skill levels. We have players from all skill levels starting with those who are just learning to skate all the way to former Junior A players. The main goals of our club are to have fun, teamwork, camaraderie, cultural exchange, community, and fitness. We practice twice a week in Geleen, the Netherlands, and Maaseik, Belgium.

Email: gkflyers@gmail.com
 Website: <http://gkflyers.teamsnap.com>
 Facebook [@GKFlyers](https://www.facebook.com/GKFlyers)

NATEX

NATEX is a diversified retailer operating as the official concessionaire to the base community since 1985. NATEX's commitment to and knowledge of members of the NATO community, their families and their lifestyles allow them to deliver personalized service, and a wide selection of products specially chosen for you. They understand better than anyone the lifestyle needs of the NATO family, putting them first above all else. NATEX provides extensive community support through sponsorship, as well as special events designed to enhance their customer's social experience. Experience the difference when shopping at NATEX:

- NATEX gives back to the Geilenkirchen Community
- Tax free, duty free shopping
- NATEX is committed to providing employment opportunities to NATO members. 85% of NATEX employees are dependents of the military

Specialized services include;

- Car inspections and vehicle maintenance
- Special Order program
- Preparation of food platters and gift baskets upon request



- Their trusted butcher will prepare specialty cuts of meat upon your request
- See the specially chosen product assortment from your favorite brands we know you'll love
- NATEX's staff specializes in customer care. They are multi-lingual and are ready to serve you
- Feel confident when shopping at NATEX. They have a "hassle free" return policy (see in store or www.natex.de for details)
- When you have a concern, NATEX is there to help! Contact them any way you wish: through www.natex.de, you can email them at contactus@natex.de, or why not get in touch through Facebook: www.facebook.com/NATEXNATO.

Opening hours:

Convenience Store:

Monday-Friday; 07:30-17:00 hrs

Saturday; 10:00-15:00 hrs

Retail Store:

Monday-Friday; 10:00-17:00 hrs

Garage:

Monday-Thursday; 08:00-16:30 hrs

Friday; 08:00-14:00 hrs

Telephone: +49 2451 48451322

Email: contactus@natex.de

DER TRAVEL AGENCY

DER Travel Agency is located in Building 81.

They offer a worldwide travel service including flight tickets, tour packages, cruises, rental cars, travel insurances, ferry tickets, train tickets, hotel reservations and gift vouchers. Make it easy on yourselves and let us do the work for you so you can sit back and enjoy your holiday.

Opening hours:

Monday-Friday; 09:00 – 15:00 hrs

Saturday-Sunday; Closed

Telephone: +49 2451 63 6082

Email:

Bianca.plum-naumann@der.com

GRANT AND GREEN

Jaguar/Land Rover Car Sales Agency Official agent for Jaguar/Land Rover TDMS (Tourist, Diplomatic and Military Sales), selling direct factory RHD and LHD vehicles to all European NATO Forces, and contact for US military in Germany and the Benelux. Office is located in Building 81, Room 25.

Opening hours:

Monday-Friday; 09:30-17:00 hrs
 Saturday-Sunday; Closed
 Telephone: +49 2451 63 6084
 Email:
pete.thomas@grantandgreen.de

COMMERZBANK

The Commerzbank provides an ATM Service in building 81. For appointments/opening bank accounts etc, the office in Geilenkirchen can be visited.

Commerzbank Geilenkirchen
 Haihoverstrasse 8-10
 52511 Geilenkirchen

Opening hours:

Monday; 09:00-13:00 hrs and
 14:00-16:00 hrs
 Tuesday; 09:00-13:00 hrs and
 14:00-18:00 hrs
 Wednesday; 09:00-13:00 hrs and
 14:00-16:00 hrs
 Thursday; 09:00-13:00 hrs and
 14:00-18:00 hrs
 Friday; 09:00-14:00 hrs
 Telephone: +49 2451 98470
 Email:
filiale.geilenkirchen@commerzbank.com



BARBER SHOP

The Barber Shop is located in Building 81.

Opening hours:

Monday-Tuesday-Thursday; 08:30-16:00 hrs
 Wednesday; Closed
 Friday; 08:30-15:00 hrs
 Saturday-Sunday; Closed
 Telephone: +49 1711939890
 Email:
monika-bauer1411@web.de

CULPEK INSURANCE

Culpeck insurances are there for all Force members concerning any insurance:

- House insurance
- Car insurance
- Liability insurance

Opening hours:

Monday-Friday; 09:00 – 15:00 hrs
 Saturday-Sunday; Closed
 Telephone: +49 2451 63 6037
 Email:
ofc-e3agkswcsgkjunction@naew.nato.int

CHAPTER 7

LEARN GERMAN

General

Yes	Ja
No	Nein
Please	Bitte
Thank you	Danke
Excuse me	Entschuldigen Sie
Good day	Guten Tag
Good bye	Auf Wiedersehen/Tschüß!
Do you speak English?	Sprechen Sie Englisch?/
I do not understand German	Ich verstehe kein Deutsch

Restaurant

I would like a menu	Ich möchte die Speisekarte/
I would like a Coke, please	Ich möchte eine Cola, bitte/
...a beer	...ein Bier/
...a coffee	...ein Kaffee/
...a mineral water	...ein Mineralwasser
The bill, please	Die Rechnung, bitte
Where is the restroom, please	Wo ist die Toilette, bitte?

Numbers

Eins, Zwei, Drei, Vier, Fünf, Sechs, Sieben, Acht, Neun, Zehn



NATO Airborne Early Warning & Control Force Headquarters

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Tel.: +49 (0)2451-63-1080/ 1081/ 1082

email: ofc-hqfhp@naew.nato.int website: www.awacs.nato.int



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