

## Getting On Base



### How do I get on base?

Prior service personnel and non prior service personnel who have been issued an ID card, will use their ID card to access the base.

Personnel who are waiting for Basic Military Training and do not have a military ID card will need to have a photo ID (driver's license) and their enlistment contract. You will need to show both at the main gate to access the base.



### Who do I call if I have other questions?

If you have any questions that are not addressed in this pamphlet, please contact your sponsor or your supervisor. Each of the work centers are listed here:

Wing Command Support: 541-885-6302

Mission Support Group: 541-885-6645

Operations Group: 541-885-6539

Maintenance Group: 541-885-6394

MPF Customer Service: 541-885-6133/6122/6356/6529

Finance Customer Service: 541-885-6309

Base Operator: 541-885-6350



Kingsley Field

Klamath Falls, OR

173rd Fighter Wing

## New Member Information

Welcome to the 173rd Fighter Wing. This pamphlet contains information for your first Unit Training Assembly (UTA) and answers some frequently asked questions.

Office/Shop:

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Commander Support Staff:

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Contact Phone:

(541) 885-\_\_\_\_\_

"The Land of No Slack"

## UTA Information

### **I live out of town. Where do I stay for UTA?**

Each member is responsible for making reservations for lodging. For those who live outside the local area, you may call the dormitory at 541-885-6365 to make your reservations. You may also send an email to [troophousing@orklam.ang.af.mil](mailto:troophousing@orklam.ang.af.mil) to reserve a room. You must do this at least three (3) days in advance. Personnel who do not make their reservations before Wednesday prior to UTA will be responsible for providing and paying for their own lodging.

If you make reservations and the dorm does not have room for you, they will put you in a motel and pay for it. Do not make your own reservations at a motel. If you do, you will be responsible for the bill.

If you arrive after 1500 on Friday, you will pick up your key at the main gate. Make sure to ask for it when you come on base. If the dormitory is lodging you in a motel, the guard will have the name of the motel and can provide directions to get there.

Members who live in the local area are not authorized to stay in the dormitory.

### **Where do I go for UTA?**

If you do not have a Unit Training Assembly order/schedule, please notify your Sponsor or supervisor immediately. It should be with this pamphlet.

All Non-Prior Service and Prior Service Personnel awaiting Technical School will report to building 223, and check in with the Personnel office at 0700, each day of UTA (You will not get paid if you do not check in). Prior service personnel NOT awaiting a technical school date, will report immediately to their work center.

As part of your enlistment contract, it is expected that you will attend each UTA. If for any reason you are not able to be here, you must notify your supervisor or Commander's Support Staff immediately as well as the Personnel office.

### **What do I wear to UTA?**

Prior service personnel may wear their utility uniform from their previous base or service. Please do not wear service dress. Battle Dress Uniform is the uniform of the day (UOD).

If you have not been to Basic Military Training, you will need to wear comfortable but presentable clothing. Jeans are fine as long as there are no tears or excessive wear. All shirts must be tucked in and worn with a belt. At no time are you authorized to wear offensive logos or designs. Shoes must be closed toed and closed heeled.

### **What to wear to UTA cont.**

Hair should be styled in a conservative manner and natural color and men should be clean shaved. Men are not allowed to wear any pierced jewelry. Women may wear one set of conservative earrings, but no other pierced jewelry. All Necklaces should be tucked in or taken off.

### **What will I be doing?**

All Personnel will report to their work centers after check in and will begin the tasks that they are assigned. Prior Service members without technical training and Non-Prior members will spend your day learning about your job, but only in a general way. You may also be assigned tasks outside your work center as well.

### **What will I eat at UTA?**

All Drill Status Guardsman will eat in the chow hall free of charge. Your sponsor, or someone in your office/ shop should walk you through the process of lunch. To include signing for your food and where everything is located that you will need during lunch.

### **What are my Hours of work?**

**Drill Status Guardsman should report to personnel at 0700 for check-in and then to your office/ shop. Most UTA duty days ends at 1530 or per your supervisor.**