

Plan for peak season delays during summer PCS

Senior Airman Anthony Sanchelli

39th Air Base Wing Public Affairs

INCIRLIK AIR BASE, Turkey – Peak season for permanent changes of station is here. With so much involved in a PCS from Turkey, being informed on the proper agencies to visit and required paperwork can help minimize delays.

There are four agencies instrumental during a PCS from Turkey: the traffic management office, Turkish customs liaison office, Delta Vehicle Processing Center, and the commercial travel office and base veterinary clinic for those with pets.

### **Traffic Management Office**

“Peak season is what we call the busy season for PCS,” said Staff Sgt. Vanessa Candia, 39th Logistics Readiness Squadron Traffic Management Office outbound NCO in charge. “It’s from May to September.”

TMO gets incredibly busy during peak summer months as 60 percent of the base population in-and-outprocesses during that time, said Candia. With so many members outprocessing, appointments for outbound shipment pick-ups are booked several weeks in advance.

“Right now we are booked up to two or three weeks out,” said Candia.

To help ease potential PCS delays, Candia advises Airmen and civilians to set up an account on the Defense Personal Property System website early, even before orders are created, to help speed up the process.

“That way, once their orders do come through they can create their shipment,” said Candia.

In order to create a shipment, members input all relevant information into DPS, such as an estimated weight of household goods and preferred dates for items to be picked up. The average for household goods is approximately 1,000 pounds per room, but DPS offers an application that assists in estimating the weight of one’s goods. Once members have an account and create a shipment in DPS, they must visit TMO with eight copies of travel orders and two copies of their gate pass to finalize the shipment dates created in DPS. A TMO representative will provide information for the next steps, as well as schedule a mandatory customs briefing.

Having a DPS account before orders are created can make the moving process faster, leaving members with a better chance to schedule desired pack-out dates. This, however, is not a guarantee as there are other factors that determine pick-up times. Issues such as a shortage of drivers for long-haul trucking centers or overcrowded warehouses can affect shipment dates, according to a Personal Property Activity Headquarters news release.

During the entire process, TMO representatives urge individuals to remain patient and plan ahead. Desired dates may not be available or could change due to higher priority and emergency moves.

Visit the DPS site at [www.move.mil](http://www.move.mil) for more information on how to set up an account. For more information on outbound shipping, contact the TMO outbound section at DSN 676-6038.

### **Turkish Customs Liaison Office**

Members leaving Incirlik are required to complete all Beyanname paperwork.

Beyanname is a written declaration between Department of Defense-sponsored members and the Turkish government that provides customs control and accountability of certain items brought into the country. It is designed to reduce black marketing of items produced by the country's developing industries and is required by the Turkish government because DoD-sponsored people don't pay customs duties on personal items brought into the country, said Master Sgt. Jonathan Reyes, 39th LRS traffic management superintendent.

To outprocess from Incirlik, members must visit the Turkish customs liaison office to have Beyanname paperwork cleared. The process can take up to an hour. A CLO representative will list the serial number, model and brand name of all high-priced items from the member's inbound household goods shipment. All items listed on the original Beyanname form must be shipped in the member's outbound household goods shipment, even if the items are broken.

Beyanname items, including broken items, can be sold to another military member or DoD-sponsored civilian with the completion of the proper paperwork through TMO.

Members schedule their personal property shipments upon receipt of orders with TMO. Once this is accomplished, Beyanname items will be closed but not cleared. Beyanname items will be cleared approximately five days after pick-up date. Beyanname items must be shipped or transferred prior to the members PCS date. Members must process their date of estimated return from overseas extension no later than five duty days prior to expiration of original DEROS, if an extension is required.

Failure to accomplish this requirement can cause delays in outbound shipments and financial penalties. Fines for missing Beyanname items can total twice the estimated value of those items and/or an irregularity fine. Currently, the irregularity fine is \$135.

Maintaining control over Beyanname items can help ensure a PCS from Incirlik is as smooth as possible and also help avoid costly fines. Members should accomplish their Beyanname process immediately after receiving PCS orders and before going to TMO to set up pick-up dates.

For more information on Beyanname or other Turkish customs regulations, contact the Turkish CLO at DSN 676-6180.

### **Vehicle Transportation**

Despite the seemingly complex Turkish customs requirements, shipping a vehicle can be an easy process when ample time is allowed, said Umit Uyar, Delta Vehicle Processing Center representative liaison.

Starting the process to ship a vehicle should be accomplished approximately 30 to 35 days before leaving. Members must first obtain a copy of their vehicle Beyanname from the CLO and bring it to the U.S. Pass and Registration office to begin the deregistration process. Once deregistration is complete, members must bring a copy of the vehicle Beyanname and deregistration forms to the Delta VPC to schedule a vehicle inspection.

The Delta VPC requires five copies of PCS orders; one copy of the original vehicle Beyanname form from the CLO; one deregistration receipt obtained from the vehicle processing center; one copy of a DEROS extension letter, if applicable; and one copy of the previous vehicle registration.

Once the appointment is scheduled, the vehicle will undergo an inspection at the off-base Delta Vehicle Processing Center, which is the same location members pick up their vehicles. The inspection involves checking for leaks, proper brake function and overall cleanliness. Any mechanical issues must be fixed prior to shipment of the vehicle. The fuel gauge on the vehicle must also read a quarter of a tank before shipment. For a listing of all requirements to ship a vehicle, members can obtain a checklist from the on-

base Delta VPC. After a vehicle is shipped, it can take one to three months to arrive, depending on the final destination.

Failing to adhere to the rules will result in a vehicle not being accepted for shipment.

For more information on shipping a vehicle, contact the Delta VPC representative liaison at DSN 676-6921.

### **Pet Transportation**

Leaving Turkey with a pet can be easy if the proper paperwork and procedures are followed. Restrictions differ depending on where the pet will be transferred, so owners must check the animal regulations at their gaining base prior to outprocessing.

To ensure pets are ready for the move, owners should visit the veterinary clinic for a checklist. For all pets, rabies vaccines must be current and are only valid 30 days after given; a health certificate must be provided for air or road travel; and a temperature acclimation statement is needed for airlines. Health certificates are only valid 10 days for air travel and 30 days for road travel, so pet owners must plan accordingly.

Only cats and dogs may be shipped out of Turkey. There are generally only two reimbursable spaces for animals available through both commercial and Patriot Express flights per family. The availability of spaces also depends on the season, and may be more limited during the summer months, said Gurcan Basibek, 39th LRS passenger travel specialist.

Smaller pets can travel as a passenger carry-on or as cargo unless traveling to England, said Basibek.

Traveling to England requires owners to load pets as cargo under the plane and must go through a cargo

company. All airlines have size restrictions for pets transported in the cabin of the aircraft, just as steeper cost are incurred the larger the animal.

There are some breeds of dogs that are not allowed on airlines, said Capt. Tacia Despo, 39th Force Support Squadron veterinarian. Brachycephalic, or short-headed, breeds such as Boston terriers, bulldogs, pugs and other short-nosed dogs are not allowed on certain airlines due to breathing problems. Some airlines do not allow or require reinforced cages for some breeds of animals known as “dangerous breeds.” Examples of breeds classified as dangerous are pit bull terriers, American Staffordshire terriers, Rottweilers and German shepherds.

For more information on country regulations and transporting pets, contact the base vet clinic at DSN 676-3119 or the commercial travel office at DSN 676-6520.

Members can help their PCS go smoothly by contacting these agencies sooner rather than later, allowing ample time to answer questions or concerns.