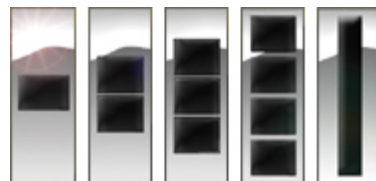


Welcome to the Technical Logistics College

Our Mission

To execute training of Logistics Warrant Officers to be self-aware and adaptive technical expert, combat leader, trainer, and advisor, through progressive levels of training and education. Train Logistics Warrant Officers based on branch and MOS to be technical experts in their adopted fields. Work directly with each Logistics Proponent (OD, QM, and TC) to ensure the right training at the right time is being provided and executed in a manner best suited for each MOS. Give



confidence and the required skills to all Logistics Warrant Officers to perform at their next higher level, and continue to provide support throughout their career. Coordinate and provide Technical Logistics Support to all levels of command throughout the Army.

Our Vision

To provide progressive technical training augmented by progressive common core leader developmental training. To provide a wealth of logistical knowledge through classroom and small group discussions coupled with leveraging logistic information technology systems. To provide a joint, interagency, intergovernmental, and multinational reach-back logistic assistance capability to the operational Army.

From the Dean

Welcome to the Army Logistics University's Technical Logistics College (TLC). We look forward to meeting you and hope that during your tenure as one of TLC's students you will capitalize on the knowledge sharing opportunities not only offered in the TLC atmosphere but also the Army Logistic University and the Sustainment Center of Excellence. Our hope is that you build relationships capable of sustaining life-long learning and knowledge sharing fundamental characteristics for successful military careers.

GENERAL INFORMATION:

REPORTING PROCEDURES: Upon arrival to Fort Lee, report to [D Co/71st Student Battalion Office](#) located in Building 12500, Room C117 (1st floor, C wing), College of Professional and Continuing Education (formerly ALMC) to sign in from leave. If you arrive on the weekend or after duty hours (0830-1630) you must sign in at the Staff Duty Desk located in Building 12420 in the main lobby. Make sure that you have a copy of your orders in hand and that you are in uniform when you arrive.

On Day One: You will report to Room C305/6 (3rd floor, C wing), Building 12500, at 0530 hrs in your physical fitness uniform (unless otherwise directed); from 1 May - 30 September (shorts & short sleeve shirt); from 1 October - 31 April (jacket, pants, long-sleeve shirt, hat, and gloves) for weigh-in and briefings. The following documents are required for in-processing:

- (1) 10 copies of orders.
- (2) 1 Copy of SGLI Form 8286 (Insurance Form)
- (3) 1 Copy of DD Form 93 (Records of Emergency Data)
- (4) Permanent Profile forms (If applicable).
- (5) Something to write with (pen and pencil)

TELEPHONE CALLS: Students may be contacted during duty hours by calling the Student Battalion Office, (804) 765-8132/8440/DSN 539-8132/8440. In an emergency, a student will be called out of class; otherwise, the instructor will pass a note to the student. Emergency calls after duty hours should be directed to (804) 479-0981. The post operator can be reached at (804) 765-3000/DSN 539-3000. Additional information can be found under "Academic Info" on ALU's Web site, www.alu.army.mil. Students are responsible for all long-distance telephone charges.

LODGING/MEALS:

The Institutional Training Directed Lodging and Meal Policy (ITDLM) (formally known as MTSS) will have the Lodging portion ONLY reinstated at Fort Lee, VA for Army Military TDY students beginning on or after 1 February 2012. This policy does not apply to soldiers attending contingency operations courses or soldiers attending training in a permanent change of station status. The Ft Lee Garrison on behalf of ALU will secure Lodging for Army students both on-post and off-post. Cost of all room night requirements will be borne by the Government. It is imperative that all Active Army, ARNG and USAR students be informed of this lodging policy PRIOR to departing their home unit. Sending units are encouraged to support rental cars or in and around mileage, as applicable for all students up to: 5 miles per day if lodged on-post or 20 miles per day if lodged off-post. The sending Command/Order Official is responsible for educating/briefing student travelers on travel entitlements and authorizations and ensure the soldier is in receipt of training travel orders before travel commences.

Soldiers in a TDY/ADT status are to report to Army Lodging, Building 8025, for room assignment. All other students attending ALU classes must use Army Lodging Success to obtain housing or a statement of non-availability (SNA). For toll free reservation services contact 1-866-363-5771 or email: centralreservations@redstone.army.mil. The CRC is open Mon-Fri from 0800-2200 hours Central Time (closed on Federal Holidays). Inbound students must call CRC NLT 2 weeks prior to course start date to ensure they will be assigned to the same or local hotel as their classmates attending the course. Reporting early to Ft Lee is NOT authorized except for the Combined Logistics Captains Career Course (CLC3) and the AC BOLC students called to immediate active duty. CLC3 students will arrive at least 2 weeks prior to the class start date in order to complete their in-processing. The report date for all other ALU classes is ONE day prior to the actual class start date to allow for travel.

All students attending ALU courses will need either a credit card or cash advance prior to attending school for their meal purchases. Meals are NOT covered under the ITDLM. There are several places on campus and around post to eat and there are a variety of restaurants around Ft Lee within 5 miles of the campus.

The Official ALARACT regarding the ITDLM policy can be obtained [here](#).

ID Cards

The ID Card Section operates under the following hours:

Monday: Appointments Only; 8 a.m. – 4:30 p.m.

Tuesday: Appointments; 8 a.m. – noon; Walk In; 1 – 3:30 p.m., which is the last time for customers to sign in.

Wednesday: Appointments Only; 8 a.m. – 4:30 p.m.

Thursday: Appointments; 8 a.m. – noon; Walk In; 1 – 3:30 p.m., which is the last time for customers to sign in.

Friday: Appointments Only; 8 a.m. – 4:30 p.m. It is suggested anyone requiring a new ID card make an appointment at the numbers listed above as the wait during walk-in days can be up to three hours.

TRAVEL: Richmond International Airport (RIC) is located 30 miles north of Fort Lee and is served by most national airlines. Limousine service is provided from RIC to Fort Lee by Groome Transportation Service. Petersburg also is served by commercial bus lines and railways on a frequent schedule. On-post transportation is limited to commercial cab service. Shuttle bus service to Fort Lee is provided by LSP hotels. The Carlson Wagonlit Travel Office on post provides a complete line of travel services. That office can be reached on 1-800-916-3456 or (804) 733-1460 (official travel) or (804) 733-1480/2137 (leisure travel). Carlson Wagonlit's fax number is (804) 733-1478.

Commercial Airport Shuttle

Groome Transportation (**804-748-0779**) is authorized to provide shuttle service for Fort Lee to and from the Richmond International Airport, about 40 minutes north of post.

Authorized Taxis They provide transportation in and around the post. Taxis from several miles outside the local area may deliver and pickup customers on Fort Lee by request.

Rainbow: 804-862-1108

Marshall: 804-458-3325

AAA: 804-862-8111

Boulevard: 804-732-3636

UNIQUE: 804-862-3950

VEHICLE REGISTRATION:

Bldg. 5228, 500 Lee Ave. Fort Lee, Va. 23801

DoD decals and extended passes: 804-734-4228 or 734-4250

General Information: 804-734-4695 Fax: 804-734-4214

Fort Lee is not an open post. Students who do not have DOD stickers on their privately owned vehicles must obtain passes at the Lee Avenue gate in order to enter Fort Lee. Proof of vehicle registration and insurance and a valid driver's license are required to obtain a vehicle pass. Students driving on post must have liability insurance in the amount required by the state in which their vehicle is registered. Fort Lee requires residents and employees to register all motor vehicles, including motorcycles and mopeds, they operate on Fort Lee with the Vehicle Registration Office which is located in building 5228 on Lee Avenue. The hours are Monday – Friday, 7:30 a.m. – 4:30 p.m. for DoD decals and extended passes. Visitors are required to enter the Lee Gate Inspection pit for admittance.

Fort Lee Gates and Hours of Operation

Lee Avenue Gate: Open 24 hours

Mahone Avenue Gate: Open daily, 5 a.m. – 9 p.m.

A Avenue Gate: Open Monday – Friday, 5 a.m. – 6:30 p.m.

Shop Road Gate: Open 5 a.m. – 9 p.m. for commercial and DoD decal vehicles. Non-commercial traffic is urged to use alternate gates. Commercial traffic must enter through Shop Road Gate but can exit the installation from any gate.

Sisisky Boulevard Gate: Open daily, 5 a.m. – 9 p.m.

Jackson Circle Gate: Open 24 hours to residents and authorized guests.

Motorcycle Registration Requirements

Motorcycle operators must show proof of completion of the Motorcycle Safety Foundation Experienced Rider Course to register their motorcycles. The Motorcycle Safety Class is offered free of charge on Fort Lee by volunteers who work with the Installation Safety Office. For the next class, call 804-765-3129.

Traffic Restrictions

Fort Lee has an official physical training route Monday – Friday, 5 - 7:30 a.m. During this time, all traffic is prohibited on Shop Road from the Main Post Exchange to the U.S. Army Quartermaster Museum and on the entire length of B Avenue. Prohibited routes are marked with cones and signs during the physical training times. Violators will be cited by the Fort Lee Police.

Speed Limit – 15 mph

In accordance with CASCOM Regulation 190-5, July 1, 2006, the speed limit in Fort Lee housing areas is 15 mph. All other roads are 25 mph unless otherwise posted. Speed limits are enforced using radar, especially in the housing areas. Individuals cited for a moving violation will receive a U.S. Violation Notice, requiring either the payment of the fine or appearance in Magistrate Court.

Student Parking: Student parking is authorized and available in several marked areas in and around the ALU facility. Students are NOT allowed to park in the lots marked as ALU staff and faculty parking area. Valuables should be removed from parked vehicles and vehicles should be locked at all times.

Parking Rules:

- a. No parking on the grass.
- b. All four wheels of the vehicle must be on the asphalt.
- c. Park where white lines have been marked for individual spaces.
- d. Do not park beside or in front of fire hydrants.
- e. Do not park where there are reserved spaces; i.e., marked VIP/Commandant's guest or numbered brown signs.
- f. Do not park where there are white diagonal lines. These have been marked for a reason.
- g. Students with disabilities may park in the designated parking spaces around the campus. Students must bring a temporary windshield pass/decal with them, or the license plate must be annotated as handicapped. ALMC cannot issue handicap decals or license plates.

UNIFORMS: All students in the long term courses need to bring their PT uniforms, Army Service Uniform/Class A equivalent for other services and ACUs/Class C equivalent for other services. (For further information please read the "[Attire](#)" page and also contact your course director if you have additional questions.) All officers must arrive with the correct unit patches affixed on their ACUs. The following patches are considered acceptable: Follow-on unit, ALU school patch, assigned Division Patch. (Note: ROTC and USMA patches are not authorized for wear.) On the weekends or after hours the class bulletin for upcoming courses will be displayed behind the SDO desk.

ALU Research Library

The Army Logistics University (ALU) Library is a state-of-the-art research facility whose mission is to provide academic, technical, combat development, and doctrinal research support in a stimulating learning environment for the ALU, Sustainment Center of Excellence, Training and Doctrine Command, DOD, and other authorized users.

The library maintains a collection of books, references, government publications, periodicals, CD-ROMS, audio-visual media, and online databases that support ALU courses and logistics research. New material is selected to complement the various academic curriculum and mission requirements while furthering the understanding of logistics management, military science, business, general management, and many other topics of interest. There are public computers available for use in the library with Internet capability and a full range of Microsoft Office products.

This full-service academic facility is centrally located on the 2nd and 3rd floors of the ALU education building. Library lending privileges are granted to ALU students and staff, and to Fort Lee civilian and

military personnel. Access to the library's online resources and research databases are available through the ALU Library web page located at: www.almc.army.mil/library/almc_armylibrary.htm.

Kenner Army Health Clinic

Bldg. 8130, 700 24th Street Fort Lee, Va. 23801-1716

Web site: www.narmc.amedd.army.mil/kenner

Information Desk 804-734-9000

TRICARE Appointment Line: 1-866-645-4584

Welcome to Fort Lee and Kenner Army Health Clinic. Kenner proudly serves the Fort Lee community with primary health care for all our beneficiaries. Kenner provides a full array of outpatient primary health care services for you and your Family. Our nearby military medical facilities and our network civilian health care partners provide specialty care and inpatient hospitalization. Walter Reed Army Medical Center in Washington, D.C., Naval Medical Center-Portsmouth, McDonald Army Health Center at Fort Eustis and the Health Clinic at Langley Air Force Base are additional military medical treatment facilities that serve our beneficiaries. Kenner offers shuttle service to most of these facilities.

Kenner's routine operating hours are:

Monday - Wednesday and Friday, 7 a.m. – 6 p.m.

Thursdays are training days and clinics are closed from noon – 4 p.m., but the Primary Care Clinic and Pediatric Clinic will re-open after training.

Kenner is closed on weekends and federal holidays.

After hours, Kenner patients have access to an on-call primary care manager by calling the administrative officer of the day at 804-734-9000. The AOD will note your information and contact the on-call provider. The on-call provider will return your call and assist you in getting the proper care.

In an emergency, dial 911. Emergencies are medical conditions that pose a threat to life, limb or eyesight. Emergencies should be treated immediately, and emergency room visits are covered under your TRICARE benefits.

Scheduling & Canceling Appointments

You can schedule or cancel appointments by calling the TRICARE Appointment line: 1-866-MIL-HLTH (645-4584). For questions regarding TRICARE Prime, Standard, Extra and TRICARE, Life enrollment, claims or benefits call 1-877-TRICARE (874-2273) to speak with a customer service representative who can assist you.

Colonel Bull Dental Clinic

Bldg. 8204, 2601 C Ave. Fort Lee, Va. 23801-1717

Reception Desk: 804-734-9607/9608

Dental Emergency Pager: 804-778-9667

The Colonel Terry P. Bull Dental Clinic is located in the center of the block between B and C avenues and 26th and 27th streets at 2601 C Ave. The clinic is staffed to provide general dentistry care to active-duty military. Sick-call is held Monday – Friday, 7:30 – 9:30 a.m. Walk-in exams are available every day. AIT exams are only on Wednesdays. Those AIT students classified as Dental Fitness Category 3 or 4 will be notified to report to the dental clinic for exam, treatment or appointments.

On weekends, holidays and after hours, military members with a dental emergency should contact the Dental Charge of Quarters through the emergency pager number, 804-778-9667. Questions concerning the clinic may be directed to the reception desk at 804-734-9607 or 734-9608.

Army Family member dental care is available through the TRICARE Family Member Dental Program. Contact the United Concordia Dental Services (TRICARE) at 1-888-622-2256.

ACS	734-6388	EQUAL OPPORTUNITY	734-6497
ARMY ED CENTER	765-3571	EFMP	734-7738
AUTOMOTIVE SHOP	734-6859	FAMILY ADVOCACY	734-6381/7738
BARBER SHOPS:		FIELD HOUSE	734-4945
ALMC	765-4504	FIRE REPORTING ONLY	911
The Lee Club	744-7274	FITNESS CENTERS:	
PX	861-5881	Clark	765-3636
PXTRA	861-6060	MacLaughlin	765-3070
BEAUTY SHOP, PX	861-0965	FLOWER SHOP, PX	732-7673
ALMC BOOKSTORE	861-6598	GAME WARDEN.	734-4213
BOWLING CENTER	734-6860	GOLF COURSE	734-1228
CARLSON WAGONLIT	733-1460	HAZMAT CONTROL	734-5243/5244
CATERING (Regimental Club)	765-1523	HEAT (WGBT), PREV MED	734-9266
CLUB (Lee Club)	734-7541	ID CARDS/DEERS	734-7394/7347
CIF	734-3514/3575	INSPECTOR GENERAL	765-1550
Warehouse	734-3514	INSTALLATION CHAPLAIN,	734-6494
CHAPELS:		INST SAFETY OFFICE	765-3132
Heritage Chapel	765-2311/2592	KENNER HEALTH CLINIC	734-9560/9000
Hospital Duty Chaplain	734-9345	LARKIN HALL	734-1758/2404
Memorial Chapel	734-1552	MACLAUGHLIN FITNESS CENTER	765-3070
Office of the Post Chaplain	734-6494	MAIN RETAIL STORE, PX	861-5970
CHARGE OF QUARTERS, 23 QM BDE:		PXtra	862-3763
Co A, 244th QM BN	734-6487	MIL CLOTHING SALES.	861-6223
Co B, 266th QM BN	734-6340	MILITARY PAY	734-7930/7931
Co C, 262nd QM BN	734-4121	MILITARY POLICE	734-7400/765-3988
Co E, 244th QM BN	734-5647	MUSEUM, QUARTERMASTER	734-4203
Co G, 244th QM BN	734-4398	MUSEUM, ARMY WOMEN'S	734-4411
Co I, 262nd QM BN.	734-7000	NOTARY PUBLIC, SJA	765-1500
Co M, 244th Q M BN	734-7904	NOTHIN' FANCY BAR & GRILL	734-7469
Co P, 266th QM BN.	734-6111	OPTICAL SHOP, PX	861-5035
Co R, 262nd QM BN	734-3120	OUTDOOR RECR	765-2212/2211
Co T, 266th QM BN	734-6533	PAY INQUIRES (MIL)	734-7931/7930
Co U, 262nd QM BN	765-3630	POST OFFICE	800-275-8777
Co V, 262nd QM BN.	734-7731	PUBLIC AFFAIRS OFFICE	734-7451
Co W, 244th QM BN	765-7904	QM ASSOCIATION	734-3082
CHILD DEV CENTER	765-3765	QM BULLETIN	734-4382/4354
CIV EMPLOYMENT CPAC	765-4588	QM FOUNDATION	734-4339
CLAIMS, SJA	765-1520	RECYCLING BOXES	734-5023
CLARK FITNESS CENTER	765-3636	RED CROSS	734-6371/877-272-7337
CLEANERS, PXTRA	861-4622/4623	REGIMENTAL CLUB	765-1539
CLOTHING SALES	734-6852/861-6223	RESERVE PAY DMPO.	734-7792
COLLEGE REPRESENTATIVES:		RETENTION BR	734-6301
Central Texas College	765-3295	RETIREMENT SVCS BR	734-6973
Central Michigan University	765-3284	SERVICE STATION.	861-6621
Florida Inst of Tech	765-4665	SPIRITUAL FITNESS CENTER .	734-3316
Old Dominion University	863-1670	SWIMMING POOLS	734-6842/3053
Richard Bland College	862-6225	TAILOR SHOP, PX	861-4622/4623
St. Leo College..	765-3302	TAX CENTER, SJA	734-5732/5733
Va. State University	765-3300	THRIFT SHOP	765-3521
CG'S HOTLINE, CASCOM	734-2677	TRAFFIC VIOLATIONS	765-1527
CG'S HOTLINE, QMC&S	734-3767	U-DO-IT CENTER	734-4304/5212
COMMISSARY	765-2254	VETERINARY CLINIC	734-2446/0319
CRAFT AUTO CENTER	734-6859	VOTERS INFORMATION	734-6920
CRIME STOPPERS	734-7438	WEAPONS REGISTRATION	734-4228/4250
CRISIS HOTLINE.	734-7528	WESTERN UNION, PX	862-3763
DEERS/ID CARDS	734-7394/7347	WET BULB TEMP, PREV MED	734-1584
DENTAL, DENTAC	734-9607	WOMEN'S MUSEUM	734-4411/4327
EDUCATION CENTER	765-3570	YOUTH SERVICES	765-3763/3759
ENERGY HOTLINE, DPWL	734-3627		
ENTERPRISE RENTAL CAR	957-4653		