

# Family Assistance Support Team (FAST)

## Important Information for Navy Families at Afloat Commands

Family Assistance Support Team (FAST), Yokosuka was established to provide support, limited services and assistance during underway periods to personnel and family members of the Forward Deployed Naval Forces (FDFN) permanently stationed in Yokosuka, Japan.

FAST is manned from 0800 – 1800 Monday – Friday. Admin hours are 0730-1600, Monday through Friday. Emergencies are handled any time by calling the FAST Duty Officer. FAST is located on the first floor of Building 3312T, between the main Base Post Office and the USA Federal Credit Union.

FAST provides services and support to military personnel and their families assigned to the following commands:

COMSEVENTHFLT	COMCARGRU FIVE
COMDESRON FIFTEEN	USS GEORGE WASHINGTON (CVN-73)
USS BLUE RIDGE (LCC-19)	USS CHANCELLORSVILLE (CG-62)
USS COWPENS (CG-63)	USS VINCENNES (CG-49)
USS JOHN S. MCCAIN (DDG-56)	USS CURTIS WILBUR (DDG-54)
USS O'BRIEN (DD-975)	USS CUSHING (DD-985)
USS GARY (FFG-51)	USS VANDEGRIFT (FFG-48)

## Services Provided by FAST

### A. Transportation

- a. Transportation for all personnel and families arriving from and departing to all airports within the Kanto Plain area in the following priority order: incoming PCS personnel and families, emergency leave, outgoing PCS families, outgoing PCS single/unaccompanied members, COT, TAD and Space "A."
- b. Relocation Assistance will be provided when moving personal effects (i.e. luggage) from temporary lodging to first permanent residence (if POV is unavailable).
- c. Embassy runs to various embassies for passport/visa purposes. Embassy runs are conducted weekly on Tuesdays, departing FAST at 0600. FAST only provides a courier service. Ensure your documents are complete.
- d. LTO Runs (paperwork only) are conducted every Thursday, departing FAST at 0700.

### B. Administrative Support: When ships are deployed, FAST will assist family members in obtaining the following:

- a. Temporary Lodging Allowance (TLA) over 60 days and Navy Lodge Extensions.

- b. Advance Move-In Housing Allowance (MIHA) and Overseas Housing Allowance (OHA).
  - c. ID card applications (most ID cards can be processed and issued at FAST.)
  - d. Letters of Dependency.
  - e. Funded Emergency Leave Orders (must have accounting data from ship.)
  - f. House Guest passes.
  - g. Command Sponsorship assistance.
  - h. Environmental Morale Leave (EML) travel orders.
  - i. Space Available (Space "A") letters.
  - j. Command-approved Early Return of Dependents requests (approval authority is Commanding Officer).
- C. Communications: When urgent situations arise and the sponsor's command is deployed, FAST will provide communications by means of DSN, INMARSAT, or e-mail (decision will be made by OIC).
- D. Liaison Assistance: When ships are deployed, FAST assists personnel and families to communicate with various agencies and organizations within the Kanto Plain area (i.e. PSD, American Red Cross, Housing Office). Your Ombudsman will also be an excellent source of information and guidance.

### **IMPORTANT**

Stop by the FAST Office! When you visit the FAST office, please bring the following documents with you. FAST will create a family file folder for you using this information.

- Copy of PCS orders to Japan
- Copy of Family Entry Approval or Command Sponsorship Approval
- Copy of NAVPERS 1070/602
- Passports for each family member
- Copy of Detaching Endorsement (from previous command)
- Copy of Reporting Endorsement (from present command)
- Copy of Re-enlistment/PRD extensions
- Copy of Power of Attorney
- Copy of Navy-Marine Corps Relief Society's Pre-authorized Loan form

\*\*FAST will usually require verification of one or more of the above documents before services can be provided\*\*

**Family Assistance Support Team**  
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