

# WELCOME ABOARD

COMMANDER DESTROYER SQUADRON FIFTEEN



## INDEX

SECTION I	WHAT IS DESRON 15?
SECTION II	WHO IS DESRON 15?
SECTION III	WHERE IS DESRON 15?
SECTION IV	HOW DOES DESRON 15 OPERATE?
SECTION V	ON YOUR WAY
SECTION VI	GETTING STARTED
SECTION VII	THE BASICS
SECTION VIII	KEYS TO SUCCESS

## WHERE IS DESRON 15?

DESRON FIFTEEN Area of Responsibility includes all destroyers in Seventh Fleet. DESRON FIFTEEN spaces are located in building CC39, "The Cave," onboard Fleet Activities Yokosuka (CFAY). However, for part of the year, the staff deploys with RONALD REAGAN STRIKE GROUP.



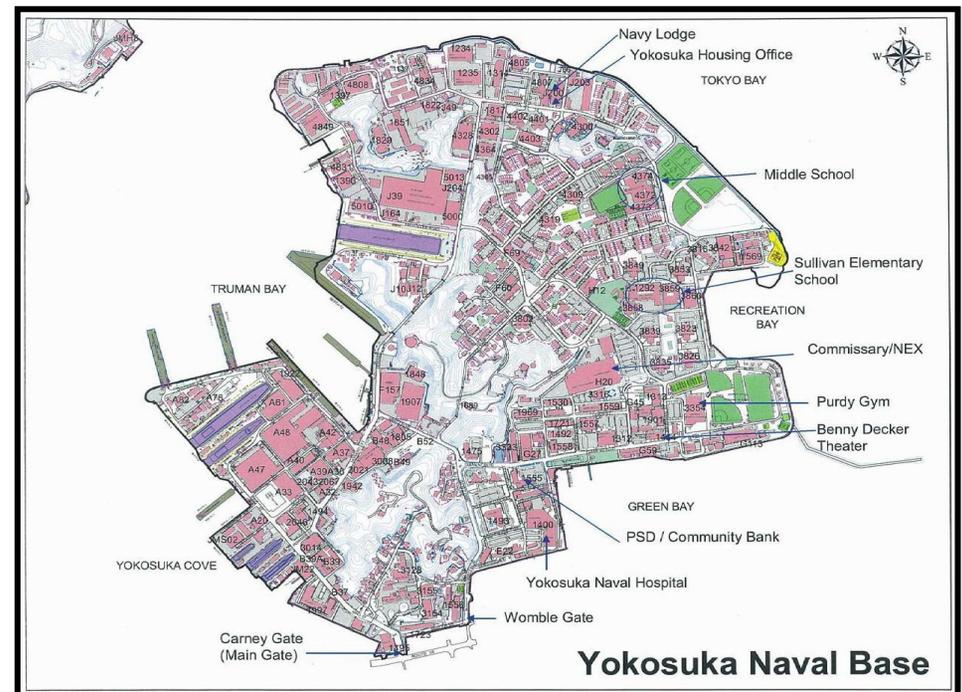
## WHAT IS DESRON 15?

DESRON FIFTEEN is the Navy's only forward deployed Destroyer Squadron and is responsible for readiness, tactical and administrative responsibilities for seven Arleigh Burke Class destroyers. DESRON FIFTEEN ships are the principal surface forces of Battle Force SEVENTH Fleet in the Western Pacific and Indian Oceans.

## WHO IS DESRON 15?

DESRON FIFTEEN Staff is comprised of approximately 55 Officers and Sailors from all communities in the Navy. In addition, the fine ships warships included in the Squadron are:

USS CURTIS D. WILBER (DDG 54)	USS BARRY (DDG 52)
USS JOHN S. McCain (DDG 56)	USS MCCAMBELL (DDG 85)
USS MUSTIN (DDG 89)	USS MILIUS (DDG 69)
USS BENFOLD (DDG 65)	



# THE BASICS

**INPORT WORKING HOURS.** While in port, DESRON FIFTEEN observes working hours from 0730-1630. Staff members may depart for the day prior to 1630 at N-Head discretion, although sometimes extended working hours are required to push products over the finish line. Staff members are permitted to take a longer lunch break to facilitate PT or other personal needs at N-Head discretion.

**UNDERWAY WORKING HOURS.** Underway, DESRON FIFTEEN works from 0700-2000, though hours may extend longer, based on mission at hand. All Staff members must manage their work schedule to ensure a sound balance between work, watches and adequate sleep.

**PERSONAL ELECTRONIC DEVICES.** Not authorized in the Cave. All PEDs must be left in the locker room or in the lock-box located at the quarterdeck. PEDs are classified as any device that is capable of recording or transmitting data, frequencies or audio. Cameras are also not allowed.

## DESRON FIFTEEN CONTACT INFORMATION

### DESRON FIFTEEN ADMIN

Email: [M-YO-CDS15Admin@fe.navy.mil](mailto:M-YO-CDS15Admin@fe.navy.mil)

DSN: 315-243-9091, COM: 011-81-46-816-9091

### DESRON FIFTEEN STAFF DUTY OFFICER

Email: [M-YO-CDS15SDO@fe.navy.mil](mailto:M-YO-CDS15SDO@fe.navy.mil)

COM: 011-81-90-4911-5921

### DESRON FIFTEEN WATCH FLOOR (INPORT)

Email: [CDS15.STAO.FCT@fe.navy.mil](mailto:CDS15.STAO.FCT@fe.navy.mil)

DSN: 315-243-5786, COM: 011-81-46-816-5786

### DESRON FIFTEEN WATCH FLOOR (UNDERWAY)

Email: [cds15.stao@cvn76.navy.mil](mailto:cds15.stao@cvn76.navy.mil)

DSN: 315-453-5887, COM: +1 808-653-5887

### DESRON FIFTEEN OMBUDSMAN

Email: [cds15ombudsman@gmail.com](mailto:cds15ombudsman@gmail.com)

COM:

# HOW DOES DESRON 15 OPERATE?

DESRON FIFTEEN is comprised of seven departments with five special assistants including Chief of Staff Officer, Command Master Chief, Command Career Counselor and Chaplain.

**ADMINISTRATION (N1).** Sole executor of the command schedule and appointments for the Commodore and Deputy Commodore.

**INTELLIGENCE (N2).** Provides the Commodore and staff with national and regional intelligence.

**CURRENT OPERATIONS (N3C).** Responsible for all operational requirements for assigned ships within 30 days.

**FUTURE OPERATIONS (N3F).** Responsible for all operational requirements for assigned ships beyond 30 days.

**MATERIAL (N4).** Responsible for all operational readiness requirements for assigned ships.

**PLANS AND EXERCISES (N5).** Responsible for OPLAN/CONPLAN development and all major exercises conducted in Forward Deployed Naval Forces (FDNF).

**COMMUNICATIONS (N6).** Responsible for communication requirements for the staff and assigned ships.

**TRAINING AND READINESS (N7).** Works closely with CNSP, ATG, TACTRAGRUPAC, to ensure proper training and readiness for ships.

**COMBAT SYSTEMS/WEAPONS (N8).** Combat readiness for all assigned ships, including force protection.

## ON YOUR WAY

**SPONSORSHIP.** Every Prospective Staff member is assigned a sponsor. The sponsor will maintain contact with you throughout your arrival and check-in process and help get you settled in on the staff.

**CHECK-IN REQUIREMENTS.** Before you leave your command, make sure you and your family (if applicable) have completed all screening requirements to be cleared for overseas assignments (IE Family Entry Approval and Suitability for Overseas Assignments) and have it properly documented. When you Check-in with COMDESRON FIFTEEN please have the following items ready, as it will speed up your processing and pay entitlements. 1] Travel Voucher, 2] Orders (Stamped) as well as all Order modifications, 3] Flight Itinerary to all places you travel from the time you left your previous command (including personal travel), 4] Family Entry Approval (if applicable), 5] Updated PG 2, 6] Receipts (IE taxi, lodging), and 7] Updated SGLI from NSIPS.

**PASSPORT REQUIREMENTS.** You are required to get a No-Fee Government Passport for you and your family before arrival in Japan. Your local PSD may state that you (the service member) do not need one. If met with this resistance, contact your sponsor immediately. If you and your dependents have a current passport, ensure it will not expire in the time that you are in Japan.

**SECURITY CLEARANCE.** Before arrival to the command, make sure you have the security clearance that is required to work at DESRON FIFTEEN. If you are not sure, please refer to the Security Manager at your command.

## GETTING STARTED

**AREA ORIENTATION BRIEF AND INTER-CULTURAL RELATIONS.** All newly reporting staff members (and spouses, if applicable) who have not previously been stationed in Yokosuka for the past five years will be required to attend AOB/ICR. Members will be scheduled for AOB/ICR by their sponsor. Members will also be able to take a written driver's test during that week.

**GETTING AROUND.** It is encouraged that eligible staff members obtain a driver's license. However, there is a base shuttle available at specified times to get people to key locations on base.

**LEAVE AND LIBERTY.** Staff members may be authorized leave during in port periods, between deployments and during holiday leave periods. Leave during deployment is highly discouraged, but will be considered on a case-by-case basis. Special consideration will always be made for emergency leave. Staff members are authorized liberty after working hours or at N-Head's discretion and are to comply with all COMSEVENTH FLEET liberty policies while off-duty.

**WATCH.** All new Staff members will be assigned to a watch section and rotation as assigned by the Senior Watch Officer. While in port, Staff members will stand the AZ or Staff Duty Officer watch in the cave.

**TRAVEL.** All members going on official or unofficial travel outside of Japan or the US, will inform the Force Protection Officer of their travel at least 30 days in advance to ensure they have ample time to meet all force protection requirements.