



REPLY TO
ATTENTION OF:

HEADQUARTERS, UNITED STATES FORCES, KOREA

PSC 303 BOX 25
APO AP 96205-0010

FKJ1-PO

MEMORANDUM FOR EXERCISE PARTICIPANTS

SUBJECT: Welcome Letter

1. On behalf of the Commander, United States Forces Korea, welcome to Korea, the “Land of the Morning Calm!” We hope your experience during this CJCS-directed exercise will be challenging and meaningful.
2. The Joint Reception Center (JRC) staffs (located at the UN Compound, Osan Air Base, Camp Henry, and Camp Hialeah) will in-process and orient you to Korea to ensure you have a safe and successful exercise. After your in-processing, the JRC will assist you in your transition to a life support area and will arrange for your transportation and assignment to billeting.
3. Regardless of your rank or position, we realize your participation during the exercise is vital to our mission. Your sponsor will brief you on your duties and responsibilities and ensure you are properly trained to execute the assigned mission, so please make every effort to contact your sponsor. If you are still having problems contacting your sponsor, please contact the JRC staff.
4. During the exercise, twelve (12) hour shifts are the standard. They are designed to simulate wartime staffing of our augmentation requirements and your participation is vital to maintaining peace on the Korean peninsula and will be both demanding and rewarding. Prior to completion of the exercise, you will receive re-deployment instructions from your sponsor published by the JRC staff. You will remain at your duty location/life support area and be provided transportation to your departing flight.
5. In- and out-processing at a JRC is mandatory. If for some reason you have bypassed the JRC, or if you know of someone else who has bypassed the JRC, please contact us at DSN 723-3713 or jrdcs@usfk.korea.army.mil so we can appropriately update the central database for accountability purposes. If there is anything the JRC staff can assist you with, please ask. We look forward to serving you in a professional and efficient manner.

Sincerely,


LINDA M. CUNNINGHAM
COL, USAF
ACofS, J-1