



JOINT BASE LEWIS-McCHORD RECEPTION CENTER INSTALLATION LEVEL IN-PROCESSING SCHEDULE

LAST UPDATED: 24 JUNE 2016

THE INSTALLATION LEVEL IN-PROCESSING SCHEDULE TIMELINE IS SUBJECT TO CHANGE WITHOUT PRIOR NOTIFICATION.

CHECK WITH THE RECEPTION CENTER CADRE FOR DAILY SCHEDULE TIMELINE CHANGES.

MANDATORY INSTALLATION LEVEL IN-PROCESSING BRIEFING & EVENTS (MONDAY – FRIDAY)

DAY 1 - TIME:	EVENT:	UNIFORM:	LOCATION:	ATTENDANCE:
0530 – 0630	ACCOUNTABILITY / HEIGHT / WEIGHT / TAPE SCREENING	PTU	BLDG 2021 RECEPTION BARRACKS / CLASSROOM #2 (BASEMENT)	DAY 1 PERSONNEL
0630 – 0715	PERSONAL HYGIENE	PTU	BLDG 2021	DAY 1 PERSONNEL
0715 – 0900	BREAKFAST (BUS LEAVES AT 0715)	ACU	BLDG 2021 / BLDG – AVAILABLE DFAC	DAY 1 PERSONNEL
0900 – 1130	WELCOME AND MANDATORY IN-PROCESSING BRIEFS	ACU	BLDG 2140 CLASSROOM 202	DAY 1 PERSONNEL
1130 – 1300	LUNCH (BUS LEAVES AT 1130)	ACU	BLDG 2140 – AVAILABLE DFAC	DAY 1 PERSONNEL
1300 – UTC	MANDATORY IN-PROCESSING BRIEFS	ACU	BLDG 2140 CLASSROOM 202	DAY 1 PERSONNEL
DAY 2 - TIME:	EVENT:	UNIFORM:	LOCATION:	ATTENDANCE:
0530 – 0630	ACCOUNTABILITY FORMATION / PHYSICAL FITNESS TRAINING (PT)	PTU	PARKING LOT ACROSS FROM JENSON GYM	DAY 2 PERSONNEL
0630 – 0715	PERSONAL HYGIENE	PTU	BLDG 2021 RECEPTION CENTER	DAY 2 PERSONNEL
0715 – 0900	BREAKFAST (BUS LEAVES AT 0715)	ACU	BLDG 2021 / BLDG – AVAILABLE DFAC	DAY 2 PERSONNEL
0900 – 1115	AFCS FINANCIAL READINESS TRAINING	ACU	BLDG 2021 CLASSROOM #1 (1 ST FLOOR PAST VENDING MACHINES)	DAY 2 PERSONNEL
1115 – 1245	LUNCH (BUS LEAVES AT 1115)	ACU	BLDG 2021 – AVAILABLE DFAC	DAY 2 PERSONNEL
1245 – UTC	FINANCE IN-PROCESSING BRIEF (Bring Paperwork)	ACU	BLDG 2021 CLASSROOM #1 (1 ST FLOOR PAST VENDING MACHINES)	DAY 2 PERSONNEL
DAY 3 - TIME:	EVENT:	UNIFORM:	LOCATION:	ATTENDANCE:
0530 – 0630	ACCOUNTABILITY FORMATION / PHYSICAL FITNESS TRAINING (PT)	PTU	PARKING LOT ACROSS FROM JENSON GYM	DAY 3 PERSONNEL
0630 – 0715	PERSONAL HYGIENE	PTU	BLDG 2021 RECEPTION CENTER	DAY 3 PERSONNEL
0715 – 0900	BREAKFAST (BUS LEAVES AT 0715)	ACU	BLDG 2021 / BLDG – AVAILABLE DFAC	DAY 3 PERSONNEL
0900 – 1130	MEDICAL / DENTAL IN-PROCESSING (DIRECTED THRU PLT SGT)	ACU	BLDG 2140 ROOM 204/SRP SITE	DAY 3 PERSONNEL
1130 – 1300	LUNCH (BUS LEAVES AT 1130)	ACU	BLDG 2140 – AVAILABLE DFAC	DAY 3 PERSONNEL
1300 – UTC	MEDICAL / DENTAL IN-PROCESSING (DIRECTED THRU PLT SGT)	ACU	BLDG 2140 ROOM 204 SRP SITE	DAY 3 PERSONNEL
DAY 4 - TIME:	EVENT:	UNIFORM:	LOCATION:	ATTENDANCE:
0530 – 0630	ACCOUNTABILITY FORMATION / PHYSICAL FITNESS TRAINING (PT)	PTU	PARKING LOT ACROSS FROM JENSON GYM	DAY 4 PERSONNEL
0630 – 0715	PERSONAL HYGIENE	PTU	BLDG 2021 RECEPTION CENTER	DAY 4 PERSONNEL
0715 – 0900	BREAKFAST (BUS LEAVES AT 0715)	ACU	BLDG 2021 / BLDG – AVAILABLE DFAC	DAY 4 PERSONNEL
0900 – 1130	PERSONNEL / IPERMS IN-PROCESSING (DIRECTED THRU PLT SGT)	ACU	BLDG 2140 – ROOM 200B	DAY 4 PERSONNEL
0900 ----- ----- UTC	SPONSORSHIP / AFCS / CYS / EFMF (WALK IN AS DIRECTED BY PLT SGT)	ACU	BLDG 2140 WALLER HALL VARIOUS LOCATIONS	DAY 4 PERSONNEL
1130 – 1300	LUNCH (BUS LEAVES AT 1130)	ACU	BLDG 2140 – AVAILABLE DFAC	DAY 4 PERSONNEL
1300 – UTC	PERSONNEL / IPERMS IN-PROCESSING (DIRECTED THRU PLT SGT)	ACU	BLDG 2140 – ROOM 200B	DAY 4 PERSONNEL
1630 – UTC	UNIT SPONSOR MEET AND GREET	ACU	BLDG 2021 – PARKING LOT	DAY 4 PERSONNEL
DAY 5 / 6 - TIME:	EVENT:	UNIFORM:	LOCATION:	ATTENDANCE:
0530 – 0630	ACCOUNTABILITY FORMATION / PHYSICAL FITNESS TRAINING (PT)	PTU	PARKING LOT ACROSS FROM JENSON GYM	DAY 5/6 PERSONNEL
0630 – 0715	PERSONAL HYGIENE	PTU	BLDG 2021 RECEPTION CENTER	DAY 5/6 PERSONNEL
0715 – 0900	BREAKFAST (BUS LEAVES AT 0715)	ACU	BLDG 2021 / BLDG – AVAILABLE DFAC	DAY 5/6 PERSONNEL
0900 – 1130	MASTER RESILIENCY TRAINING MODULE 1 / MODULE 2	ACU	BLDG D0434 / D0940 LEWIS NORTH	DAY 5/6 PERSONNEL
1130 – 1300	LUNCH (BUS LEAVES AT 1130)	ACU	AVAILABLE DFAC ON LEWIS NORTH	DAY 5/6 PERSONNEL
1300 – UTC	MASTER RESILIENCY TRAINING MODULE 1 / MODULE 2	ACU	BLDG D0434 / D0940 LEWIS NORTH	DAY 5/6 PERSONNEL
DAY 7 - TIME:	EVENT:	UNIFORM:	LOCATION:	ATTENDANCE:
0700 – 0730	CIF IN-PROCESSING	ACU	CIF, BLDG 09640	SENIOR RANKING SM'S (E7 AND ABOVE)
1000 – 1030	FINAL OUT / RELEASE TO UNIT	ACU	BLDG 2021	SENIOR RANKING SM'S (E7 AND ABOVE)
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0630 – 0715	ACCOUNTABILITY / OUT-PROCESSING PAPERWORK	ACU	BLDG 2021 – CLASSROOM #1 (1 ST FLOOR PAST VENDING MACHINES)	E6 AND BELOW
0715 – 0815	BREAKFAST (BUS LEAVES AT 0715)	ACU	BLDG 2021 – AVAILABLE DFAC	E6 AND BELOW
0815 – 0930	Movement TO CENTRAL ISSUE FACILITY/ CIF ISSUE	ACU	BLDG 09640	E6 AND BELOW
0930 – 1130	BARRACKS CLEARING / BAGGAGE LOADING	ACU	BLDG 2021	E6 AND BELOW
1130 – 1245	LUNCH (BUS LEAVES AT 1130)	ACU	AVAILABLE DFAC	E6 AND BELOW
1245 – 1300	ACCOUNTABILITY FORMATION	ACU	BLDG 2021	E6 AND BELOW
1300 – UTC	SHIP OUT TO UNIT	ACU	BLDG 2021	E6 AND BELOW

TAKE ALL DIRECTION FROM THE PLATOON SERGEANT FOR DAY 7 TIMELINES

****ONCE COMPLETED WITH THE MANDATORY INSTALLATION LEVEL IN-PROCESSING CYCLE, SOLDIERS WILL BE SHIPPED OUT TO THEIR RESPECTIVE GAINING UNIT / BRIGADE HEADQUARTERS****

LAST STATION	SHIP-OUT FROM JBLM RECEPTION CENTER	ACU	BLDG 2021 / BDE HDQTRS	ALL JUNIOR PERSONNEL
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SHIP-OUT DATE: _____

GAINING UNIT: _____

IF YOU HAVE ANY QUESTIONS IN REFERENCE TO THE MANDATORY INSTALLATION LEVEL IN-PROCESSING PROCEDURES OR CONCERNS, PLEASE CONTACT THE JBLM RECEPTION CENTER POC LISTED BELOW:

JBLM RECEPTION CENTER SENIOR PLT SGT @ BLDG 2021	(253) 967-3853
JBLM RECEPTION CENTER DESK @ BLDG 2021	(253) 967-7004 (24 HRS)
JBLM RECEPTION CENTER CQ DESK @ BLDG 2021	(253) 968-6771 (24 HRS)

"RENEGADES"

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