

Frequently Asked Questions (FAQ)

Submitted 14 June 2012

1. When and where will the 2012 SDDC Pacific Personal Property Training Workshop be held?

The 2012 workshop will be held from October 28, 2012 to November 01, 2012 at the Sheraton Waikiki Resort in Honolulu, Hawaii. We have set aside Monday (29 Oct) and Thursday (1 Nov) for Military Service meetings, Department of State training of DOD personal property shipping procedures (29 Oct), and Global POV Contracting Officer's Representative (COR) mandatory training (1 Nov). Due to the complex nature of this subject and the interaction necessary to best leverage this training opportunity to improve the personal property moving process, we are unable to accomplish the objectives of this Workshop through alternate means such as telephone or video-teleconference. This effort will bring key Pacific AOR personnel together in one location, in one time zone, to better ensure the objectives of this Workshop are met. We carefully researched our alternatives, balancing mission needs with associated costs and found that Oahu was the most effective location for this conference, and selected a low-cost civilian location as there was no military installation available to effectively accommodate this Workshop

2. Why are we having a Pacific's Personal Property Training Workshop?

The Workshop provides training, problem solving, and networking opportunities for all attendees. The Military services leverage the workshop to conduct service meetings immediately prior to or after workshop training. Services use this venue as a means to meet their Personal Property Office representatives and to discuss issues such as Defense Personal Property Program (DP3), PPSO regionalization, entitlements and other items concerning shipments of personal property and POVs in/out of the Pacific AOR. Annual Global POV Contract COR training is also conducted at the end of the workshop.

3. Do I need to register with SDDC Pacific to be officially registered for the workshop?

YES.

Registration with SDDC Pacific ensures the attendee a pre-printed name badge and workshop packet. U.S. Government employee will receive a Certificate of Attendance. U.S. Government employees will also receive a CD containing all workshop materials, presentations, and Pacific. As a reminder, attendee Workshop badges are required for entry into all workshop sessions, Service meeting rooms, the State Department training room, and the Global POV Contract COR training room.

4. Is there a fee to attend this workshop?

YES.

A \$40.00 USD non-reimbursable voluntary fee will be collected from each attendee when you check in at the hotel registration desk for light snacks/refreshments during the event. Cash payment in the exact amount is need as no checks or credit card payments can be accepted. Mahalo!

5. When and where will on-site registration take place?

On-site registration begins on Sunday, October 28, 2012, from 1200 to 1700 in the Foyer fronting the Kaua'i Ballroom on the second floor of The Sheraton Waikiki Resort. Signs directing you to the registration site will be displayed at various locations on the Sheraton Waikiki Resort property. Registration will continue on Monday, October 29, 2012 at 0700 in the Foyer fronting the Kaua'i Ballroom on the second floor of The Sheraton Waikiki Resort. Please refer to the hotel's meeting room map at the following website: <http://www.sheraton-waikiki.com/pdf/map.pdf>

6. What transportation services are available from the airport to the hotel?

The Sheraton Waikiki Resort is located approximately 10 miles from the Honolulu International Airport. Ground transportation to the hotel is available by taxi at approximately \$45.00 each way. An

airport shuttle is available for \$14.55 one way or \$26.79 round trip. A complete list of ground transportation services at Honolulu International Airport can be found at:

<http://hawaii.gov/hnl/ground-transportation>.

7. Is a Personnel/Theater Clearance required?

No.

8. What form of identification will I be required to present at the time of registration?

Department of Defense employees must present their Common Access Card (CAC) at the time of in-person registration and Department of State employees must present a Department of State identification card. Commercial-industry attendees must present any current identification documentation or card with picture to register (i.e.-driver's license, passport, etc.). Workshop packets and name badges will not be issued without proper and/or valid identification.

9. What is the dress attire while attending the Workshop?

The workshop is considered your official place of duty and the required dress is military Class B. Civilian attendees will dress in appropriate work attire. Coats and ties are not required.

10. Will there be Service Meetings and when are they scheduled?

Marine Corps Service Meetings are tentatively scheduled in the Waialua Room on Monday, October 29, 2012 from 0800-1700, and in the Kohala/Kona Room on Thursday, November 01, 2012 from 0800-1200.

An Army Service Meeting is tentatively scheduled in the Kahuku Room on Monday, October 29, 2012 from 0800-1700.

A Navy Service Meeting is tentatively scheduled in the O'ahu Room on Monday, October 29, 2012 from 0800-1700.

Air Force Service Meetings are scheduled in the Honolulu Room on Monday, October 29, 2012 from 0800-1700, and in the Waianae Room on Thursday, November 01, 2012 from 0800-1700.

11. Who are the Points of Contact for the 2012 SDDC-Pacific Personal Property Training Workshop?

Points of contact are:

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