



**COAST GUARD**

# Loran Station **MARCUS**



**General Information Book**

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## CHAPTER I

### GENERAL INFORMATION

#### A. DISCOVERY AND HISTORY OF THE ISLAND.

In 1864, CAPTAIN GELETT, commanding the Hawaiian mission vessel, MORNING STAR, announced the discovery of an island located 24°18'N latitude and 153°58'E longitude and claimed it for the United States of America. Due to the barren nature, and lack of fresh water source, no attempt was made to colonize the island by the United States. However, in 1879, the Japanese Government, despite protest from the United States, declared ownership and colonized the island. This and several subsequent attempts (1884 - 1909), proved fruitless as the scarcity of fresh water prevented the early settlers from establishing a farming type community, and thereby from becoming self-supporting. A cemetery, which entombs the remains of some of the early pioneers still exists on the island and bespeaks, in part, of the hardships these early settlers endured.

During the 1930's as Japan expanded its empire, Marcus Island again became important, this time as part of a far flung defensive outpost structure. Sailors from the Japanese Imperial Navy with a labor force of 300 Japanese criminals constructed an elaborate system of underground bunkers, tunnels, a torpedo factory, and an airstrip. Portions of these still exist throughout the island.

Marcus Island was, for the most part, by-passed by American Forces during World War II. In March of 1942, one of many surprise air raids was made on Marcus by U. S. Navy carrier based aircraft, and diversionary sea bombardment was also carried out by the U. S. Navy. The minute damage incurred speaks highly for the defensive preparation made by the Japanese. Over 4,500 Japanese Imperial Army and Navy troops were removed from Marcus when hostilities ended.

After World War II, the Japanese were permitted to continue operation of a Weather and Radiobeacon Station on Marcus. It was in the 1950's that the United States defensive requirements called for establishment of a more accurate navigation system in the Western Pacific area. Marcus Island was selected to be used as a site for construction of a station in the new Loran-C star chain complex. Work began during the spring of 1963, and concluded with commissioning ceremonies held November 1, 1963.

From November 1, 1963 through August 1968 the Weather Station was operated by the U. S. Department of Commerce, and the Radiobeacon by the U. S. Coast Guard in conjunction with the Loran-C Transmitting Station. On June 26, 1968 the island was returned to the administration of the Government of Japan and on January 17, 1969 the Japanese began



construction of a new Weather Station. The Japanese Self Defense Force and Japanese Meteorological Agency now maintain the Weather Station and Radiobeacon as joint tenants with the U. S. Coast Guard Loran Station.

#### B. GEOGRAPHY.

Located in the Central Pacific, Marcus Island is a triangular shaped island with a sub-tropical climate, approximately 900 miles northeast of Guam, 700 miles west of Wake, and 1020 miles southeast of Tokyo. The island measures approximately 3/4 of a mile in land area (740 acres). A reef, 100 yards wide borders the entire island and serves as an adequate protection against stormy seas. Marcus Island is one of the more isolated inhabited islands in the world.

#### C. WEATHER.

The weather is excellent through the year with little seasonal variation. The average monthly temperature ranges between 69 and 85 degrees Fahrenheit, with an average yearly temperature of 78 degrees. Compiled U. S. Weather Bureau and Japanese Meteorological Agency records dating back to 1936 indicate that the highest temperature, 96 degrees, was recorded on 8 February 1964. Prevailing east southeasterly winds at 10 to 15 knots temper both the heat and the average yearly humidity of 76 percent. Rain fall throughout the year is mainly in the form of showers and averages approximately 40 inches. Depending upon the frequency and/or duration of typhoons affecting Marcus, the yearly average rain fall has differed by as much as 20 inches. On the average, there are three typhoons yearly, mostly during the months of June through December.

#### D. POPULATION.

The population of Marcus Island is composed entirely of professional personnel of the Governments of Japan and the United States. There are no native inhabitants. Twenty-nine U. S. Coast Guard personnel are stationed on the island, whose purpose is the operation and maintenance of the Loran Station. The Japanese personnel administer the island and operate and maintain the WX station, the runway, and radiobeacon. Thirty Japanese personnel are stationed on Marcus.

#### E. NATIONAL AGREEMENTS.

Upon reversion of Marcus Island to the Japanese Government on 26 June 1968, agreements were drawn up specifying property rights. Essentially the U. S. Coast Guard has sole right to the use of the land area necessary to the operation and maintenance of the station buildings and equipment including the loran tower and associated ground system. Certain easements have been granted to the Coast Guard for access to the sewage disposal system which runs under the runway and across

Japanese property and for access to and use of the small craft landing facilities. The Japanese have the responsibility of maintaining the Radiobeacon, runway and associated facilities and portions of the seawall in at least the same condition as that which existed at the time of reversion.



## CHAPTER II

### OPERATIONS

#### A. AIDS TO NAVIGATION.

1. Loran: Loran Station Marcus is the Whiskey Secondary for the Northwest Pacific Loran-C chain, with the Master located at Loran Station Iwo Jima. The other secondaries are Loran Station Yap (Zulu), Loran Station Gesashi (Yankee), and Loran Station Hokkaido (Xray). The System monitor for the Master - Whiskey baseline is located at Loran Station Saipan, which also monitors the Master - Zulu signals. Loran Station Marcus has a 1,350 foot antenna for radiation of the synchronized loran pulses that have a peak power of 3 million watts. All ships and planes equipped with Loran-C receivers can use these signals for precise navigation when two or more pairs of signals are present.

2. Additional AtoN Facilities: Marcus Island is also equipped with radiobeacon transmitters and antenna which were formerly maintained by the U. S. Coast Guard, but have been taken over by the Japanese. The radiobeacon equipment and antenna are at the Japanese station at the other end of the runway from the Loran Station.

#### B. COMMUNICATIONS.

Communications with the NWPAC Loran and Monitor Station, CG Radio Guam and Commander, Far East Section via Kami Seya Radio, is handled by the Radio Room (next to the Timer Room in the Signal Power Building) by one Radioman and two or three SN or SA watchstanders on a twenty-four hour watch schedule. The radio watchstanders have ample work, sending, receiving and handling the many messages required for operating a complex Loran-C station.

The Radio Room is equipped with two COL-651S receivers and two AN/URT-23, one thousand watt radio transmitters. These transmitters are capable of SSB voice, CW, and radioteletype transmissions with the help of associated tone keyers, two model CTT-28-ASR-AUX teletypewriters, plus additional equipment needed for calibration and testing.

The Radio Room is fully air-conditioned as a precaution against rust and corrosion of the electronics equipment, due to the high humidity condition that exists throughout most of the year.

Intra-station communications are handled by a sound powered phone system between the Signal Power, Transmitter, and Barracks Buildings.

C. SEARCH AND RESCUE.

Capabilities for search and rescue at Marcus Island are limited both in equipment and in ability to perform due to range and sea conditions. Search and Rescue properly falls within the jurisdiction of the Government of Japan, however, the Coast Guard has two "Boston Whalers" equipped with two outboards. These are for rescue in case of an aircraft accident upon landing or take off.

The accesses through the reef are few and the current sometimes strong so that combined with choppy seas, due to strong ocean breezes, operation of the station boats is at best hazardous. Rescue Drills are scheduled periodically.

D. VEHICLES.

The station's allowance of vehicles provides for one four wheel drive truck (4 x 4) with a winch and one crew cab pickup truck. Both vehicles are of Japanese manufacture and are diesel powered.

The station is provided with a bulldozer and two forklifts. The bulldozer is used for handling heavy loads and for maintaining the sanitary landfill. The forklifts are used for aircraft unloading.

All vehicular traffic conforms to Japanese traffic rules (i.e., driving on the left side of the road, etc.).



## CHAPTER III

### PERSONNEL

#### A. COMPLEMENT.

Officers:	1 - LT	Commanding Officer
	1 - ELC	Electronics Material Officer
Enlisted:	1 - BMC	Executive Petty Officer
	6 - SN	
	1 - MKC	
	1 - MK1	
	1 - DC1	
	1 - EM1	
	1 - MK2	
	2 - MK3	
	3 - FN	
	1 - ETC	
	1 - ET1	
	2 - ET2	
	2 - ET3	
	1 - SS1	
	1 - SS3	
	1 - HM1	
	1 - SK2	

#### B. ADMINISTRATION AND PERSONNEL RECORDS.

Service Records and Health Records are kept in the station office where they are maintained by the Commanding Officer and the corpsman who serves as the station yeoman when not attending to medical duties.

Pay Records and Personal Data Cards are removed from other records as the individual passes through FESEC on the way to Marcus. These two records are kept and maintained at the district office.

#### C. MEDICAL FACILITIES.

A complete Sick Bay is located in the barracks building and is available at any hour. The Sick Bay is maintained by one Hospital Corpsman First Class and includes facilities for the following:

- a. Emergency treatment and equipment for almost any situation.
- b. Nursing care and associated equipment.
- c. A moderate stock of pharmaceuticals for general use.
- d. Laboratory equipment for routine/basic diagnostic work.
- e. Casting and correction or minor orthopedic injuries.
- f. Minor surgery.
- g. Immunology.

In situations where immediate major surgery is needed or life hazards are involved, Medical Evacuation by air is immediately available through the 6113th Rescue and Recovery Detachment at Yokota Air Force Base, Japan. The 6113th RRD is always available for Medical Evacuation or additional medical assistance.

Medical problems beyond the scope of the station are sent to Yokota AFB Hospital for necessary treatment on a TAD basis.

#### D. TRAINING AND EDUCATION.

Station training takes the form of scheduled lectures on either a departmental or station level in such areas as may be applicable to the department or in general categories such as First Aid, etc. Station drills in Fire Fighting, Aircraft Emergencies, and Typhoon Preparedness are scheduled with sufficient frequency to maintain proficiency of personnel to accomplish their duties.

Self improvement courses from any source are highly encouraged.

#### E. MORALE.

1. Outdoor Recreational Facilities: These consist of a variety of activities including use of the swimming pool, conveniently located directly in front of the station, skin diving inside the reef that surrounds the island, fishing, archery, basketball, tennis, volleyball, softball, and badminton. A source of competition is with the Japanese on the island with regularly scheduled softball and volleyball games.

Cookouts and parties are held on the patio by the pool. Often, the Japanese are invited to join the crew at these events.

Fishing is usually from the beach or from the reef and the principle catches are shark, tuna, parrot fish, sea bass and an occasional moray eel. Some fishing gear is provided but enthusiasts are encouraged to bring their own.



2. Indoor Activities: There are good facilities on the island for indoor activities. The station recreation lounge has a regular pool table along with a table tennis board. For those with musical abilities, there is a piano. For those who would rather listen, there is a complete stereo system. On the second deck there is a wood paneled lounge area, with plenty of atmosphere supplied by hanging lamps. This is probably the best lounge area within 1000 miles. Also, the station has a fully equipped photographic darkroom and an amateur radio station. Phone-patches are common and help bring home that much closer. The station subscribes to most of the popular magazines and a monthly support of paperbacks is received from the Air Force.

Movies are shown nightly on the mess deck. And for those who believe in keeping fit, one room in the barracks has been set aside with all equipment provided for weight lifting. There is also an 8mm movie projector and slide projector that may be checked out at any time.

3. Mail: Mail is sent and received once a week on our weekly log flight. Air Mail from the West Coast takes about 6 days. Regular mail from the East Coast takes about 9 days. These times are minimums and can be up to 7 days longer if a letter just misses a flight. A letter mailed from Marcus on plane day will arrive at its stateside destination in about 5 or 6 days. Nearly every mail service (Registered, Certified, Insured, Special Delivery, Parcel Post, etc.) provided at a stateside branch post office is provided on the island including sales of Money Orders and stamps. The official mailing address for Marcus Island is:

BM3 John J. JONES  
U. S. Coast Guard Loran Station  
FPO Seattle 98782

4. Exchange: The station operates a satellite exchange (AAFES) which is adequately stocked to meet personal needs as well as accepting special orders from the AAFES catalogue.

5. Beer and Soda: A special privilege has been granted to Loran Stations to have beer aboard. Beer and soda are sold by the AAFES Satellite Exchange.

6. Morale Funds: Marcus has two sources of Morale Funds. The Air Force Central Base Fund from which we receive approximately \$260 per quarter. This is used as our primary source of morale equipment. Other funds are generated by sale of special order items such as mugs, lighters, T-shirts, etc.



F. HEALTH AND SANITATION:

Health and sanitation are maintained by one Hospital Corpsman First Class, who also serves as the island's Quarantine Officer for the Government of Japan.

Active immunization against the following is required for all U. S. personnel on the island:

- a. Smallpox
- b. Typhoid
- c. Typhus
- d. Cholera
- e. Influenza
- f. Tetanus
- g. Hong Kong Influenza Strain

Potable water is caught in a rain water catchment system and stored in underground tanks of 180,000 gallon total capacity. A daily check is made on the chlorination of all potable water, and periodic biological examination is made by the station HM.

The station utilizes a waste heat distiller evaporator capable of producing a maximum 75 GPH of distilled water. The evaporator is used only when annual rain fall is low.

A Septic Tank supplies adequate sewage disposal and is chemically treated as is required for sanitation purposes.

The sanitary system utilizes salt water pumped from an intake located on the jetty SE of the station.



## CHAPTER IV

### ENGINEERING

#### A. GENERAL ENGINEERING.

1. Power Plant: The station is powered by four D-398A 636 HP Caterpillar diesel engines in combination with four 550 K.W. A.C. generators. These are connected to the master electrical switch-board which is capable of starting and securing the generators, regulating voltage and cycles, and distribution of power throughout the station. The power required may be handled by one generator.

The engines are cooled by a closed water system which runs to four horizontally mounted radiators external to the building. These are arranged so that any combination of engines may be used with any combination of radiators.

2. Damage Control: Damage Control functions are normally carried out by a Damage Controlman First Class who works from a large shop and has a supply of general building and maintenance materials on hand, including a band saw, radial arm saw, joiner, lathe, burning outfit, welder and an assortment of common power tools.

3. Electrical System: Aside from the generators already described, four 32 volt starting batteries are used with each engine.

4. Heating System: Due to climate conditions, no heating system is necessary.

5. Ventilation System: Engine room ventilation is accomplished by two large exhaust fans mounted on top of the generator room which draws fresh air through 3 large banks of wall mounted foam filters into the engine room and force hot air out the top of the building.

Each room in the barracks is equipped with a small air conditioning unit which has a vent from which to draw outside air if so desired. Due to high outside humidity these vents are normally kept closed.

6. Fuel Oil System: Fuel oil, which is received once or twice a year by tanker, is stored in twenty 30,000 gallon tanks. From these tanks it is pumped, by the transfer pumps, to a 500 gallon day tank outside the engine room and thence, through the fuel oil filter, to the engines. Approximately 260,000 gallons of fuel are used annually.

7. Refrigeration System: Four walk-in Vollrath refrigeration compartments, two at freezing temperatures and two at chill



temperatures, hold all the food requiring refrigeration. These units are cooled by four Copeland compressor/condenser reefer units outside the galley using Freon-12.

The barracks air conditioning is a chilled water system. The heat is transferred by an exchanger, from this system, to a four compressor, 65-Ton, unit using Freon-22. This is in turn cooled by a large condenser located outside the building. Each room has a small unit connected to the chilled water system controllable in both temperature and in fan speed.

The CPO's quarters is equipped with its own air conditioning system.

Other rooms and buildings on the station are cooled by individual self contained wall units.

8. Fresh Water System: A 32,000 square foot catchment system composed of the tennis court and the roofs of the station buildings comprises the main source of fresh water. The water from these catchment areas drains into two 60,000 gallon raw water tanks from which it is pumped, through filter and chlorination units, into two 30,000 gallon treated water tanks for storage. Two 30,000 gallon fuel tanks have been converted to additional storage of fresh water.

Supplementary water, when rain fall is low, is supplied by a Riley-Beaird waste heat distilling plant. The discharge of the engine cooling water is fed to the plant where its heat is transferred to the brackish water supplied to the unit. A Vacuum of 27 inches Hg. is used to obtain steam at a relatively low temperature and from that an output of 75 gallons of fresh water per hour is obtained.

9. Sanitary Water System: Salt water for the swimming pool and sanitary system is pumped directly from the sea.

10. Buildings: The station buildings are constructed of cinder block with concrete floors and linoleum tile decks. All buildings are one story high with the exception of the living quarters of the barracks building.

a. Signal Power Building: This building houses all the equipment, machinery and supplies for generating power for the station and the electronic signal for Loran-C transmissions. Rooms within this building are: Timer Room, Radio Room, ET Storeroom and Office, ET and Engineering Storeroom, Engineering Storeroom, EM Workshop, Generator Room and Engineering Office, Garage, and DC Shop.

b. Barracks - Subsistence Building: In this building are living quarters, recreational rooms, and messing areas for the crew.



In addition, storerooms, machinery rooms and gear lockers are located throughout the building. Rooms in this building include: 34 rooms available for individual occupancy, post office, weight room, bos'n locker, laundry room (4 washers and 4 dryers), head on each deck, Rec. deck, galley and storerooms, mess deck and movie projection booth, Ham shack, photo lab, air conditioning machinery room, First Class Petty Officer's quarters (4 rooms with living room), station office, Sick Bay, and BOQ (3 rooms with living room).

c. CPO's Quarters: This building is separate from but in the same area as the barracks building and consists of five bedrooms, laundry room, one head, storage room, and living room.

d. Transmitter Building: Located at the base of the tower, it has a storage room, transformer room, work area, coupler room, and the transmitter room.

e. Pump Houses: The #1 pump house for fresh water is situated directly over the four fresh water tanks and contains four transfer pumps, and equipment for filtration and chlorination. The #2 pump house is located beside the pool and contains the sanitary water pump.

f. Bunker: A large triple bunker, approximately a third of a mile from the signal power building, provides a large storage space for Engineering, Deck, and Electronics.

## B. ELECTRONICS ENGINEERING.

The Electronics personnel on board have a full time job maintaining the numerous items of equipment used to carry out the communications and loran functions. Communications gear has been described in Chapter II so only the Loran and Miscellaneous equipment will be covered here.

Loran operations are divided between the timer room and transmitter building. The timer room is an air conditioned, shielded room containing two AN/FPN-54 timers. A cesium oscillator is currently in use. Using the frequency standard, the timer is the heart of the loran system, creating the Loran-C signals, providing the timing synchronizing and monitoring facilities needed. One ET, SN, or SA watchstander is on duty here at all times, checking the many functions of the timers for proper operation, keeping the six recording charts properly marked, and maintaining a Loran log and a graphical chart of the stations Loran operations.

The transmitter building, adjacent to the loran tower, contains two high power AN/FPN-45 loran transmitters, associated power input transformers, an antenna coupler/Dummy Load, a small parts room and



area for electronic repair work. One transmitter is always on-air while the other is in either a maintenance or standby condition. Should one transmitter fail, the timer room watchstander can remotely switch transmitters with less than a minute of interruption of loran service.

A duty ET is available at a moments notice, 24 hours a day, for operational failures or when a loran watchstander requires assistance. The ET's all have to stand a minimum number of loran watches upon arriving at the station. While some are standing watches, the other ET's are busy daily, maintaining equipment and performing an endless number of jobs that have to be done.

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The ERPAL is maintained by the ETs with the assistance of the assigned SK2.

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## CHAPTER V

### COMPTROLLER

#### A. COMMISSARY.

The station's class "D" mess, rates a Subsistence Specialist First Class and Subsistence Specialist Third Class. The average number of rations in one month is 1200 with an average cost of \$3,200. Commissary supplies are procured from the Commissary at Yokota AFB. Orders are placed three weeks prior to desired receipt and fresh items are received every 10 days. Government issue items and all commissary items are available to the station. The galley has two chill boxes and two freeze boxes with an average inventory of \$5,000.

#### B. SUPPLY.

Unit funds are managed by the Commanding Officer. Under the OG - 30 concept, the station is given an average of \$21,250 each quarter, from which all electronic, engineering, and household materials must be purchased. Government issued items are ordered via MILSTRIP from Naval Supply Depot at Yokosuka, Japan, or GSA, CG Supply Center Brooklyn, or CG Base Honolulu. Commercial procurements are sent to the Fourteenth District Office or COMFESEC for processing.

#### C. PAY.

Pay records for this command are held and maintained by the Fourteenth District Pay Office in Honolulu, Hawaii. Each month the district office cuts a list of those who are to be paid and submits this list to the Air Force who in turn cuts the checks. The checks are then sent via Registered Mail to Marcus where the Commanding Officer, acting as agent for the Air Force, holds pay call on the last day of the month. Pay call is held once a month so make your financial arrangements accordingly.

Pay may be received in either cash or U. S. Treasury check at the preference of the individual. Money orders may be purchased at the Post Office for sending money home.

If an individual desires to have money sent to him at Marcus Island, it is recommended that it be in the form of a Postal Money Order, since personal checks and cashier's checks can not be honored.

D. FUEL AND LUBE OIL.

The station has a "tank farm" consisting of 23 tanks or 30,000 gallon capacity each for a total station fuel capacity of 690,000 gallons. Refueling is accomplished usually once a year by a Japanese tanker. Station personnel are responsible for bringing the 1600 foot long floating hose out to the tanker and monitoring the refueling operation. Usually, the Japanese on Marcus refuel at the same time, utilizing Coast Guard hoses.

The station uses about 20 drums of lube oil each quarter. Lube oil and gasoline are delivered to the station by the Air Force using C-130's on regularly scheduled logistics flights.



## CHAPTER VI

### ADMINISTRATION

#### A. REPORTS AND LOGS.

Reports and logs maintained on this station are similar to those maintained aboard small floating and shore stations within the Coast Guard. Reports peculiar to each department are the responsibilities of that department head and are filled out in accordance with current directives. A file of all reports due on weekly, monthly, quarterly, etc., basis is kept in the office giving the number of copies, routing, reference and other information applicable to each.

#### B. OFFICIAL CORRESPONDENCE.

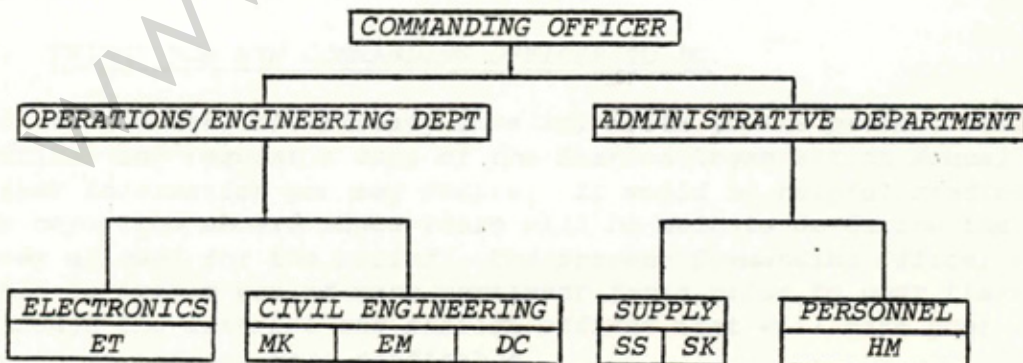
A file of all official correspondence both incoming and outgoing is maintained in the station office. All notices, directives, and publications appropriate for units designated C:v are also maintained in the office.

Any official correspondence having any interest to the section of-  
fice is sent via FESEC for appropriate endorsement.

#### C. ORGANIZATION.

Marcus Island Loran Station is under the operational control of Commander, Far East Section, U. S. Coast Guard, located at Yokota AB in Japan, who is in turn under the operational control of the Commander, Fourteenth Coast Guard District located in Honolulu, Hawaii. The Commanding Officer is assisted in the operation of the station by a Chief Warrant Officer (electronics) and three Chief Petty Officers.

Station organizational structure is illustrated below:



D. STATION BILLS.

Administrative and Operational Bills are set forth explicitly in the Station Organizational Manual. These Bills include procedures and responsibilities for fire, typhoon, rescue and assistance, emergency destruction of classified matter, training, watchstanding, cleaning, supply, communications, etc.

E. SAFETY.

In addition to the usual safety hazards encountered around machinery and vehicles, Marcus has several unique problems.

Japanese control of the island has necessitated the observance of their rules of the road. These rules are observed both on and off the area limits of the station. All new personnel are cautioned as to this particular safety problem.

A definite hazard, though minor if precautions are observed, exists to those who skin dive within the reef. Station Regulations have been promulgated setting forth restrictions on this activity.

The Safety Board is comprised of the Commanding Officer, Executive Officer, and all department heads. The Board holds informal meetings and inspections of the station to disclose undetected hazards. Recommendations are made and corrective action taken.



## CHAPTER VII

### GUIDANCE FOR RELIEF PERSONNEL

#### A. THINGS TO DO AFTER RECEIVING ORDERS.

Arrange your finances so that most of your money is sent home by allotment if you don't actually want it for something in Japan. Officers may want a checking account to pay their mess bill (approximately \$70 per month).

Send your personal effects to yourself c/o USCG Loran Station, FPO Seattle 98782. These should be sent as soon as possible since there is a considerably long transit time of two months or more. Do not send your personal effects to Coast Guard Supply Center Alameda for further shipment.

Items of clothing for enlisted personnel, in addition to a full sea bag, that should be brought are any loose fitting articles of civilian clothing suitable for hot weather. Civilian clothing may be worn after working hours. Blue hemmed shorts may be worn by all personnel during working hours if so desired. Tennis shoes, preferably low cut, are highly recommended since the coral can tear up hard shoes in no time. Regulation caps are worn by the crew. Garrison caps may be worn by officers and Chiefs. As R&R trips to Tokyo by individuals during winter months are common, winter clothing may be necessary.

Bring or send ahead any recreational equipment that you have and may want to use during your year. Bring books that cater to your own taste in case the station library doesn't. If you have hobby materials, bring these and any other activities that will keep you busy during your free hours. If you have ever desired to take correspondence courses in some civilian field, check into this before you leave and have the materials sent.

#### B. THINGS FOR NEW COMMANDING OFFICER TO DO.

If you have not already done so, write to the present Commanding Officer and request a copy of the Station Organization Manual and any other information you may desire. It would be helpful reading prior to reporting aboard since there will be much to do during the one week allowed for the relief. The present Commanding Officer will be able to inform you of many pertinent facts prior to your travel through the district and section offices that will make your visits to these offices more profitable.



On the visit to the District and Section you can obtain much information that will be of great value during your tour. Seemingly insignificant bits of information may save you several weeks of correspondence later; it is recommended that you take notes. In the Section Office determine as much as possible about problems presently existing on the station, especially in the area of engineering and get first hand information on the Section's plans for these problems. Find out procedures applicable to personnel accounting, transfer, and supply.

The relief week at the station will include property inventories; re-designation of all personnel duties under new CO's signature; familiarization with station reports, supply system and its problems, engineering plant and problems, personnel administration; joint station inspection; commissary inventory; postal affairs, international agreements; review of SSMP cards; plans for relief; relief letter and change of command ceremony. The items listed above are by no means all that will be accomplished and in any case it will be a busy week. The change of command ceremony is normally held on Wednesday prior to plane day and the old Commanding Officer departs on Thursday.

You may expect to remain in the district office for about two working days and in FESEC from the time you arrive until the following plane day.

#### C. REPORTING INSTRUCTIONS.

All incoming personnel shall report to Commander, Coast Guard Section Far East as an intermediate reporting unit for further transfer to Marcus. The office of COMFESEC is located on Yokota Air Base, Japan, in Buildings 1376 and 1377, which are located on the east side of the base. Office hours are 0700 - 1530 on weekdays. The phone number is 225-4219 or 225-4220. Dial only the last five digits if you are calling from on-base. Personnel arriving at Yokota Air Base during normal working hours will call the Section Office at the above numbers for further instructions. Personnel arriving after normal working hours or on weekends or holidays shall obtain a base taxi to the Yokota Air Base Billeting Office (Building 33) for billeting. Information pertaining to messing, etc., can be obtained at that office. Report to COMFESEC by 0800 on the next working day. Base shuttle buses run to the east side of Yokota Air Base every 20 minutes and can be obtained at the Yokota Air Base MAC passenger terminal or the Base Billeting Office. This bus stops across from the East Bank and Post Office (single story orange building) also near the Yokota Base East Movie Theater. Upon departing the bus, walk in the direction away from the movie theater staying on the main road, the Coast Guard Section Far East buildings are approximately one block down the road off to your left.



If you arrive at the Tokyo International Airport (at Narita) via commercial or category "Z" conveyance, you will need to convert approximately \$100 into Japanese Yen. Next, utilize the "Airport Bus/Limousine Service" provided at Tokyo International Airport (cost of bus is 1900 yen) for transportation to the Tokyo City Air Terminal (TCAT). Do not take a taxi from Narita Airport to Yokota Air Base because the cost is high and not reimbursable. Upon arrival at TCAT obtain a taxi outside the terminal and ask to go to Yokota Air Base. The cost of a taxi from TCAT may be anywhere from 10,000 to 17,000 Yen. This taxi fare is reimbursable when your orders are completed. A receipt should be obtained but if language difficulties are too much, do not press the issue. CAUTION: Only get in a taxi that has a meter. Drivers may try to approach you and offer to take you to Yokota for a set fee which is usually much higher than the metered cab and will usually take more time.

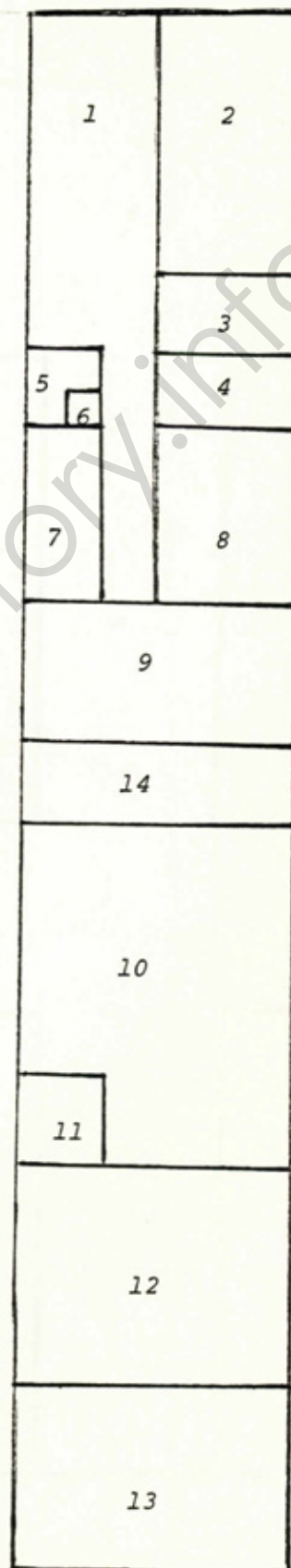
Personnel arriving at Tokyo International Airport (at Narita) via category "Y" conveyance should show a copy of the MTA and a copy of their ticket to the Airline Ticket Counter at Narita (NOTE: "Category "Y" must be entered in the remarks block of the MTA) for free airline sponsored transportation to Yokota Air Base. The airline sponsored transportation departs shortly after all passengers on the flight have had time to process through the arrival area, normally about one hour after arrival. Keep accurate accounts of all costs as well as all arrival and departure times. Once at Yokota Air Base, follow the instructions listed above for obtaining billeting or reporting to COMFESEC.

If you find yourself off-base and run into trouble, call the Coast Guard using the following instructions: Obtain at least twelve 10-Yen coins. Find a red public telephone and deposit six coins. Dial 0425-52-2511 and ask the answering operator for 255-4219 or 255-4220. If after normal working hours, dial 0462-51-1520 and ask for 228-8533. If you hear more than five coins drop before you have finished your call, you must deposit more coins or you will be cut-off. Excess or unused coins are returned at the end of the call.



SIGNAL POWER BUILDING:

1. ET Work Shop
2. Timer Room
3. Radio Room
4. Electronic Office
5. Head
6. Gear Locker
7. Paint Locker
8. Electronic Storage/SK Office
9. DC Shop
10. Engine/Generator Room
11. Engineering Office
12. Vehicle Garage
13. Equipment Garage
14. ET/EN Storage

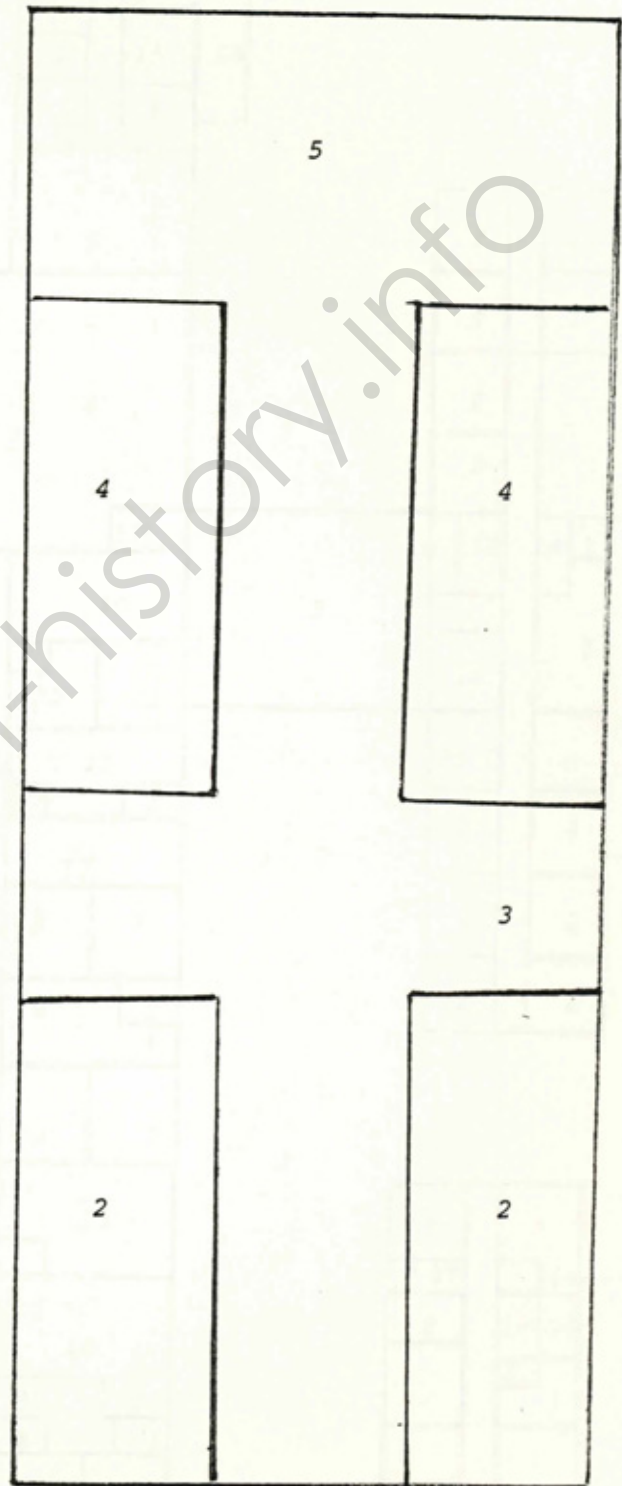




TRANSMITTER BUILDING:

1. Storage Space
2. Transformer Room
3. ET Work Space
4. Transmitter Room
5. Coupler Room

N



# BARRACKS/SUBSISTENCE BUILDING

1. Head
2. Individual Rooms
3. Recreation Room
4. Mess Deck
5. Galley
6. Kitchenette
7. Wash Room
8. Gear Locker
9. Lounge
10. Patio
11. Station Office
12. Galley Office
13. Dry Stores
14. Refrigerator
15. Freezer
16. Refer Mach. Room
17. Projection Room
18. Beer Mess
19. Storage
20. Post Office
21. Air Conditioning Mach Room
22. Photo Lab
23. Ham Shack
24. Stair Well
25. Post Office
26. Sick Bay

