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UA37/39 Orientation Information for Armed Forces Personnel Entertainment Units Touring the Caribbean

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ORIENTATION INFORMATION

FOR ARMED FORCES

PROFESSIONAL

ENTERTAINMENT

UNITS TOURING

THE

CARIBBEAN
ORIENTATION INFORMATION
FOR ARMED FORCES
PROFESSIONAL ENTERTAINMENT UNITS
TOURING THE CARIBBEAN

The Great Maestro is Coming

Caribbean

May 1972
FOREWORD

It is appropriate at this time to extend thanks and appreciation from the Department of Defense (DOD), and the United States Army Forces Southern Command (USARSO) for your interest in volunteering to tour the Caribbean area. For most of you, this may be your first trip to this part of the world and we sincerely hope that your time here will be as enjoyable for you as it is for us to be your host. There have been many entertainment groups which have preceded you, and through our experiences with them, we will attempt to make your stay as comfortable as possible under the prevailing circumstances.

The Caribbean Entertainment Circuit includes military installations of the Army, Air Force, Navy, and Marines located in the Canal Zone, Guantanamo Bay, Puerto Rico, Antigua, Grand Turk, Eleuthera and Andros. Your tour may take you to all or some of these areas, depending on local scheduling requirements and limitations. During your tour you will be under the administrative and operational control of the Chief, Special Services, Headquarters, United States Army Forces Southern Command, Fort Amador, Canal Zone. The different areas will vary greatly in facilities and resources but they will provide you the best accommodations available in their respective areas.

Your participation in the Armed Forces Professional Entertainment Program is for the purpose of providing entertainment to servicemen overseas. Drawing from the wealth of talent, both professional and nonprofessional, that is available in the United States, the joint service activity responsible for this program, carefully screens the entertainment offers it receives to select the very best talent for its special audience. Whether the performers are professional or amateur, the quality of their performance must be of the highest calibre in order to obtain the program's objectives. These tours are extremely arduous and place great demand on
the performers talent and physical stamina. To sustain them, the entertainers must be sincere in their purpose and dedicated to the work they have set out to do.

You will be met on arrival and assisted during departure in every command you tour. The initial meeting in each command will include necessary briefings, assistance with baggage and travel documents and in-country processing.

The Caribbean is one of the most renowned vacation areas in the world. It is also an area in which American military personnel are performing a vital mission in the defense of our country. As entertainers, you will make an important contribution to the morale of these personnel and we hope your visit will be a rewarding and stimulating experience.

PRELIMINARY PREPARATIONS

Insure that required immunizations are obtained prior to departure. Instructions on requirements will be provided by either United Service Organizations, Inc. (USO), or the Armed Forces Professional Entertainment Office (AFPEO). Your immunization record is important, so keep it immediately available.

AFPEO will provide you with Invitational Travel Orders. This is your official authorization to enter the area under military sponsorship and must be immediately available. A copy of this order should be placed in each piece of individual luggage and technical equipment to insure rapid identification. This order contains all pertinent data and instructions relating to your tour including excess and personal baggage allowance, dates of tour, names of all unit personnel, and date of return to the United States. This order cannot be changed without the specific approval of AFPEO, Washington, D.C., which necessitates that all information be included prior to departure from the United States.

Prepare and submit your National Agency Check Request Form immediately upon receipt from USO or AFPEO.

The monetary unit of Panama is the Balboa. Coins are in the same denominations as, and are interchangeable with, U.S. money in Panama. Be sure to check your silver coins before leaving Panama and exchange any Panamanian coins you may have for U.S. money. There is no paper Panamanian money at this time.

All other areas on the Caribbean circuit use U.S. currency.

We recommend that you take a minimum of $300 in travelers checks, more if you desire to purchase souvenirs. Checks in excess of $100 will not be cashed.

The address for all mail during the first week of your tour is:

(Your Name)
(Name and/or number of show)
c/o Special Services Officer
HQ USARSO
Fort Amador, Canal Zone

Please advise your correspondents to use this address and air mail postage. Addresses for the remainder of your tour will be provided upon arrival.

Because your entertainment tour is short and you are constantly moving from country to country/island to island, mail posted to you after your second week probably will not reach you while on tour.

Any mail received subsequent to the completion of your tour will be forwarded to your permanent address. We need your ZIP code to accomplish this.

Mail sent from the Canal Zone must have Canal Zone postage. Postal rates are the same as in the U.S. Letters and packages mailed to the United States or military installations in the other areas require the same postage as those mailed from New York, New York. The air mail rate of 11¢ per ounce for letters applies to the United States, its territories and APO or FPO addresses. International postage rates apply to all other areas.

It is recommended that authority be given the
Special Services Officer, HQ USARSO, Fort Amador, Canal Zone, to open all telegrams which may be delivered in your name. In the event the contents are of importance, either of a business or personal nature, this information will be forwarded to you immediately. If they are standard telegrams of congratulations, birthday greetings and the like, they will be forwarded to you with your regular mail.

You will be visiting in the tropics. Lightweight summer clothing is worn all year round. "Wash and wear" type is most convenient. An umbrella is recommended, particularly during the rainy season, from May through December, in the Canal Zone. During the evening, a lightweight jacket may be needed on the islands.

All installations and military clubs have dress regulations and while they will vary, bathing suits should not be worn as streetwear. Women are not permitted to wear shorts on the streets or slacks in Exchanges. Men should bring coat and tie, since many military clubs require them in the evening. You are requested to dress neatly at all times.

Travel from the United States to the Caribbean and return is normally by Military Airlift Command aircraft. Other than ladies' pocketbooks and reading material, carry-on baggage on these aircraft is restricted to items with overall dimensions of 21 inches by 16 inches by 8 inches. All baggage above this size must be checked in and will be carried in the baggage compartment. However, no baggage may exceed 34 inches by 24 inches by 30 inches or 100 pounds. Hot meals are served; however, government regulations prohibit the serving of alcoholic beverages. Travel within the circuit will be by military aircraft, bus, and possibly commercial airlines. Routing and scheduling throughout the area and the period spent at each installation will vary according to transportation schedules.

You will be notified of your schedule of performances, travel and pickup times by your escort or local Special Services personnel. Every consideration will be given to allow you the maximum amount of time to satisfy personal requirements. It is important that you be available for travel as specified in schedules.

Government transportation is available on base. Normally, government transportation, except regularly scheduled shuttle buses etc., can be utilized for Official Use Only and cannot be used for personal shopping or tours. Commercial transportation must be used outside the Canal Zone. At Fort Allen, Puerto Rico, "Country Taxis" are readily available. Rates are $.50 from the gate to and from Ponce during the day. At night, rates vary from $.50 to $3.00 from the gate to and from Ponce. Fares should be agreed upon beforehand. These taxis are not allowed on station.

Re-entry point in the United States may be West Palm Beach or Patrick AFB, Florida or the Naval Air Station, Norfolk, Virginia.

The tour normally commences in the Canal Zone, with arrival at Howard AFB. You will be required to process through immigration, after which you will be met by the entertainment coordinator and escorted to your quarters.

You will receive a briefing which will include information pertinent to your visit. In some
An escort will be permanently assigned. In all commands telephone numbers which you may need will be provided.

EXCHANGE PRIVILEGES

Military shopping facilities will be found wherever you tour. They are called "Exchanges" and are considered a privilege for the US Armed Forces personnel. Their services are extended as a courtesy to civilians sponsored by the Department of Defense for entertainment tours. Upon your arrival, temporary identification permits will be issued to you which will authorize you to make purchases at military exchanges.

SOCIAL ENGAGEMENTS

It is recommended that social engagements while on tour be accepted as unit invitations only, and not as individuals. It is the responsibility of the unit manager to see that social engagements do not interfere with the scheduled itinerary of movement or the presentation of performances.

MEDICAL CARE

At some time during your tour, you may require medical attention. Whether it be for headaches, cold, stomach or intestinal disorders, it is most important that you report to a dispensary of the nearest medical unit for an examination. Do not hesitate to make it known that you do not feel well and require medical attention. Your escort or local area coordinator will make necessary arrangements. Emergency hospitalization, medical and dental care are available at no charge except for subsistence.

Evacuations to the United States due to illness or injury will be made through medical channels and only upon the decision of authorized medical authorities.

The unit manager will immediately report to the Entertainment Coordinator the hospitalization of any individual in a unit which precludes participating in performances or continuing on tour.

SECURITY

DO NOT ASK ANY QUESTIONS REGARDING MILITARY ACTIVITIES. THE LESS YOU KNOW, THE LESS YOU CAN PASS ON ACCIDENTALLY.

VALUABLES

During your tour, do not indiscriminately display your valuables or leave them unguarded.

You are a civilian traveling with the United States Armed Forces as a noncombatant; therefore, you are not authorized in any way to participate in any direct or indirect action against any enemy. You are not authorized to fire or carry any weapons while on tour.

While in Panama, Elutheira, Grand Turk, Antigua, and Andros, you are the guest of a sovereign foreign country. When in a country other than the United States or one of its possessions you are subject to the laws of that country. You are required to show identification when requested to do so. In addition, if you ignore or violate the laws of the host country, you are liable to arrest and subject to trial and/or imprisonment by that country. You are also subject to jurisdiction of military police at all times.

If a question arises as to the legality of a contemplated action, consult your escort or the local Special Services Officer.

It is expected that you will conduct yourselves
in a manner that will reflect credit upon yourselves, the military service, and your country.

IDENTIFICATION

You will be issued a temporary identification card which will serve to identify you throughout your tour in each command. This temporary identification card shows that you are traveling with the Armed Forces and are entitled to certain privileges; for example, you must show this card to be admitted to most exchanges and when making purchases.

CONDUCT OF PERSONNEL

Presentation of suggestive, obscene or objectionable material is not acceptable. Special Services officers are required to report any incidents of the above to the Coordinator. Failure to comply with instructions and regulations may result in individuals or units being returned to the United States at any time.

BILLETING

During your tour, you will normally be billeted in officers' quarters; either Bachelor Officers' Quarters (BOQ), or Visiting Officers' Quarters (VOQ). During periods of heavy base personnel loading when housing is critical, male performers may be billeted in Transient Airman Quarters (TAQ) or Enlisted Men's barracks and the women in the best accommodations where space can be found. The daily cost will be from no charge to $4.00 per person depending upon the installation and the billets.

MEALS

Meals are available at various Officers' Clubs, BOQ dining rooms, NCO Clubs, Exchange Cafeterias and Snack Bars, and Base Dining Halls or Mess decks. You may be requested to take your meals with enlisted men or officers. These informal visits are appreciated by the men and are considered an important morale factor. Charges for meals are reasonable and are the responsibility of each individual. Your escort officer or the Special Services personnel will assist you with meal arrangements.

LAUNDRY AND DRY CLEANING

Dry cleaning facilities are available in the Canal Zone and in Ponce, Puerto Rico, which is ten miles from Fort Allen. Due to the length of time required, dry cleaning should not be planned for Roosevelt Roads. In the Canal Zone, coin operated washers are located in the basement of your billets. At Roosevelt Roads, laundry service is available at the station's "do it yourself" laundromat. At Fort Allen, the Exchange laundry is available as well as commercial laundries in Ponce.

PERFORMANCE FACILITIES

Normal technical requirements can be met locally, and you will not need to bring lighting equipment and sound systems except in instances where special amplifying equipment is essential for the show.

In the Canal Zone, performance facilities are mainly motion picture theaters and service clubs. Whenever possible, performances are scheduled for training areas. A public address system and a spotlight are provided for all performances. Travel time to performance sites ranges from ten minutes to two hours.

At Guantanamo Bay, shows are presented at
outdoor movie lyceums which have stages suitable for almost any type of show. Show time is usually 7:00 P.M., during the winter months, with the afternoon shows (if any) at 1:00 P.M. In some cases, if the show is available for a short period of time, arrangements are made for afternoon shows. Units remaining for three or more days are also scheduled at the Leeward Point Lyceum. In this case, units are treated to a ferry ride in the late afternoon across the beautiful and picturesque bay. Public address systems, spotlights, and a piano are provided.

Performances at Ramey Air Force Base are given in the ballroom of Seaview Service Club. At Roosevelt Roads Naval Station, the station theater is used. Shows are presented either at 6:00 P.M. or 8:00 P.M., depending on arrival time of the performers. The theater is air conditioned and holds 600 persons. A sound system and limited stage lighting are available.

Performances at Fort Allen are held at the station outdoor theater. There are limited lighting and dressing room facilities.

Performances at US Naval Facility, Eleuthera, are held at the air conditioned theater with a capacity of 130 persons. The theater has a small raised wooden stage that may be utilized by smaller groups and the immediate area in front of the stage by larger groups. Dressing rooms and running water are not available in the backstage area. Piano, public address system and a follow spot are furnished as required.

The performance site at US Naval Facility, Grand Turk, is an outdoor movie theater. The theater is covered, but has open sides to take advantage of breezes. Lighting is adequate although there is no theatrical spotlight. Dressing rooms are not available, but occasionally a bus is parked behind the stage for dressing room use if necessary.

All performances at US Naval Facility, Antigua, are outside on the snackbar patio. The area has a raised concrete stage with spotlight, public address system, and piano.

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### ABBREVIATIONS

- PX: Post Exchange (Army)
- BX: Base Exchange (Air Force)
- SHIP'S STORE: Exchange (Navy)
- MAC: Military Airlift Command (Aircraft)
- BOQ: Bachelor Officers' Quarters
- TAQ: Transient Airman Quarters