

PERSONNEL SERVICES BRANCH

IN-PROCESSING INFORMATION JLM20090130

Work Center: In/Out Processing
Installation: Fort Belvoir, VA
Office Hours: 0730-1600
1300-1600

Location: Bldg 213, 2nd Floor
Phone: (703) 805-5575/5542/5531
Monday-Fridays
Wednesdays

(ALL SOLDIERS MUST BE IN DUTY UNIFORM)

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Work Center: DPTMS (Security) Bldg: 269, room 129
Installation: Fort Belvoir Phone: 805-4006/ 4015
Office Hours: 0730-1500 Monday-Fridays
To in/ out-process, bring the following documents: 1 Copy of orders
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Work Center: Transportation Bldg 1466, Brown Bldg Gunston Rd
Installation: Fort Belvoir Phone: 806-4900
Office Hours: 0900-1600 Monday-Fridays
To in/ out-process, bring the following documents: 1 Copy of orders
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Work Center: ACS/AER Bldg 200, 9800 Belvoir Road
Installation: Fort Belvoir Ph: 805-4590
Office Hours: 0730-1630 Monday-Fridays
To in/ out-process, bring the following documents: 1 Copy of orders
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Work Center: CIF Bldg 766, Tracy Loop (DOL)
Installation: Fort Belvoir Phone: 806-3070/2038
Office Hours: 0700-1430 Monday-Thursdays
To in/ out-process, bring the following documents: 1 Copy of orders
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Work Center: Dental Clinic Bldg 1099, 12th Street & Hannah
Installation: Fort Belvoir Phone: 806-4393
Office Hours: 0715-1600 Monday-Fridays
To in/ out-process, bring the following documents: 1 Copy of orders
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Work Center: Education Center Bldg 1017, Belvoir Road
Installation: Fort Belvoir Phone: 805-9264
Office Hours: 0730-1630 Monday-Fridays
To in/ out-process, bring the following documents: 1 copy of orders
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Work Center: Medical/Tricare Dewitt Hospital
Installation: Fort Belvoir Phone: 805-0225/0587
Office Hours: 0730-1600 Mondays - Fridays

PERSONNEL SERVICES BRANCH

IN-PROCESSING INFORMATION JLM20090130

Office Hours: 0830-1630

Thursdays

To in/ out-process. Bring the following documents: 1 copy of orders

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Work Center: Finance

Bldg 219, 1st Floor

Installation: Fort Belvoir

Phone: 805-2153/ 4221

Office Hours: 0800-1500

Monday-Fridays

Office Hours: CLOSED

Wednesdays

2 copies of orders and Leave Form (DA Form 31)

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Work Center: Library

Bldg: 1024, 12th Street

Installation: Fort Belvoir

Phone: 806-3323

Office Hours: 1000-1900

Monday-Thursdays

Office Hours: 0900-1800

Friday

Office Hours: 0830-1700

Saturdays

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Work Center: Vehicle Registration Tulley Gate, Bldg. 1409

Installation: Fort Belvoir

Phone: 806-4891

Office Hours: 0500-1900

Mondays-Fridays

Office Hours: 0700-1900

Saturdays & Sundays

To In process, bring the following document(s): 1 copy of your orders

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Work Center: PDHRA South Post Clinic, Bldg 1467 Gunston Road

Installation: Fort Belvoir

Phone: 806-4891

Office Hours: 0500 - 1530

Mondays – Fridays

Office Hours: 0700 – 1900

Saturdays & Sundays

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Work Center: Staff Judge Advocate Bldg 257, Belvoir Road

Installation: Fort Belvoir

Phone: 805-2856

Office Hours: 0700 – 1600

Mondays – Fridays

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Work Center: Housing

Bldg. 2105A, 12th Street

(DPW Barracks Manager)

Installation: Fort Belvoir

Phone: 805-0489

Office Hours: 0615-1600

Mondays – Fridays

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