

Edition



NBK UNACCOMPANIED HOUSING

Be Informed



Navy Housing



welcome!

USS THEODORE ROOSEVELT



Daylight Savings Time Ends Sunday, 7 NOV

Remember to turn your clocks back!

FALL PREPARATION

As we prepare for fall and winter, cooler days and nights are coming. Please make sure your windows are closed. Report any heating issues as soon as you are aware of them. This allows us to place trouble calls and have the problem addressed as quickly as possible. Do not block access to heat registers with personal belongings. In the event maintenance needs to be performed, the maintenance contractor will not move your personal belongings.

"Personal space heaters are not authorized for safety and energy conservation reasons. Exceptions must be requested to UH management and have their approval before use of personal space heaters" (UH Handbook).

October
Is
Cyber security
Awareness
Month



**Do Your
Part,
Be Cyber
Smart!**

NEW LOCATIONS

UH CHECK-IN
24/7

BANGOR

BLDG. 2300

360-396-4046

BREMERTON

BLDG. 1001

360-476-2377

The Great Washington Shake Out



10/21
@
1021



Be Safe.
Be Smart.
Be Seen.



FLEET & FAMILY READINESS



<https://kitsap.navylifepnw.com>

For the latest news and upcoming events happening in and around Naval Base Kitsap this fall!

Be Informed (page 2)

DID YOU KNOW?

Insurance: While UH residents are not required to carry renter's insurance, we strongly recommend it for your financial protection. Renter's insurance is available

from most commercial insurance companies to cover your liability for damage to the dwelling and personal property in situations where the government is not liable. It will also cover your losses in case of theft or vandalism. The cost of renter's insurance is relatively small and can be a tremendous asset in case of loss or damage to personal property. In case of fire, the government may reimburse residents for damages **only if** the fire is determined to be a result of a problem such as faulty wiring, government provided appliance problems, etc.



Common-use Kitchens: Common-use kitchens, where available, are provided for your use. Do not put food on the stove to cook and go to sleep or leave the immediate area. You must clean the area thoroughly after each use and remove all food and trash. Common-use kitchens may be locked or disabled for failure to comply with this regulation.

Keep the UH Office Updated: Congratulations! If you were recently advanced or transferred locally at NBK, stop by the UH offices and update the staff with your new information. Having accurate contact information for all Residents is very important for our daily operations and in emergency situations.

DAY SLEEPERS • Residents with evening work hours will not be disturbed by management from 0730-1500 hours unless for emergency purposes or required maintenance work when no other arrangement is possible. Residents must obtain written verification of night assignment from their command and submit to the UH manager who will provide an official notice for posting on your room door.



Do the right thing, follow the rules!

Service members represent their service's both on and off duty. We must always maintain good order and discipline. Please act accordingly!

UH Policy Violations

Violation	Consequence
Unauthorized Guest	Formal counseling.
Alcohol/Prohibited Substances (4)	Counseling/EMI, AdSep, Investigations Pending
Weapons/Prohibited Items (3)	Counseling/EMI, DRB/AdSep, Eviction Pending

Did You Know You Can Submit a Maintenance Trouble Call 24 Hours a Day?

Resident requests (non-emergency) can be submitted through the online maintenance request program at

<https://kitsap.navylifeepnw.com>

Select "Unaccompanied Housing" under the Housing tab. Your request is then sent to our Maintenance Tracking Program and reviewed daily by the UH Building Managers. Residents will receive an email confirmation (*if an email is provided with submission*) when their maintenance requests have been received, assessed, and completed.

Maintenance Emergencies:

During working hours (Mon-Fri), contact your complex Front Desk:

Bangor/Keyport B/2300, 360-396-4046

Bremerton B/1001, 360-476-2377

Naval Hospital B/HP05, 475-4334

After Hours and Weekends:

Contact the UH Duty Manager at:

Bremerton/NHB 360-340-2297

Bangor/Keyport 360-340-0047



Keep Our Base Beautiful

Picking up trash is the responsibility of everyone on base. If you see it, pick it up.



PREPARING YOUR ROOM FOR DEPLOYMENT OR LEAVE

It is very important when departing for deployment or extended periods of leave or absence that you prepare your room with the best housekeeping practices. Secure all of your personal belongings. Make sure windows are closed and locked. Lock all wardrobes and/or closets and all valuables including laptops and game consoles. Throw away food that will expire during the time you are away. Empty all trashcans, turn off and unplug all electronics. Turn off all lights. For rooms with kitchens, kitchen should be free of grease and grime and all dishes left clean and organized. Set the thermostat between 68 and 72 degrees. Leave a clean room with beds made and all necessary cleaning chores completed.



Bangor Front Desk:
B/2300
360-396-4046

Bremerton: Front Desk
B/1001
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Naval Hospital:
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After Hours Duty Managers:
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360-340-2297
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