

Boxes 1-18 are all located in the 7th ESB Battalion building

Box 1: Battalion Commanding Officer



- LtCol Mesta is the 7th ESB Commanding Officer.
- Her office is located behind S-1.
- Only officers need to meet with her.
- To setup a check-out appointment with her, co-ordinate with the XO.

Box 2: Battalion Executive Officer

- Major Faruk is the 7th ESB Executive Officer
- His office is located behind S-1.
- Only officers need to meet with him.

Box 3: Battalion Sergeant Major



- SgtMaj Riggs is the Sergeant Major of 7th ESB.
- His office is located behind S-1.
- All SNCOs must check out with SgtMaj.
- Sergeants who are checking out to go on an SDA need to check-out with him as well.

Box 4: Career Planner

- The Career Planner office is to the left of the S-1 help desk.
- 760-725-5235

Boxes 5-8 can all be signed by Battalion Legal

- Check out of IIF before coming to BN Legal
- Battalion Legal is located to the left of the assistant career planner office.
- 760-763-9510

Box 9: Admin Chief

- His/her office is located in the S-1
- 760-763-9507

Box 10: Deployment Readiness Coordinator (DRC)

- Her office is the first door on the left when you leave S-1.
- 760-725-6101

Box 11: Chaplain

- The chaplain assistant takes check-outs on Tuesdays and Thursdays 0830-1100.
- The chaplain office is the first office on your right when you leave S-1.
- 760-725-6704

Box 12: Battalion Safety

- The Battalion Safety officer is SSgt Blake.
- She is located in S-4, which is down the hall from S-1.
- 760-763-9519

Box 13: Battalion Motorcycle Representative

- GySgt Gordon is the Battalion Motorcycle Representative.
- He works in the S-4.
- 760-725-6093

Box 14: Height & Weight

- Height & Weight is conducted by the S-3.
- S-3 is located to the left of S-4. (There is an overhead marker)
- You must show up in green-on-green to conduct height & weight.
 - Only exception is if you weighed in less than 30 days ago.
- 760-763-9514

Box 15 & 16: S-2 & Security Officer

- S-2 is located in the corner behind S-4. (There is an overhead marker)
- 760-763-9498

Box 17: Mailroom

- 7th ESB mailroom is located downstairs just to the left of the front doors.
- Even if you don't live in the barracks, you need to check out of the mailroom.
- 760-763-7563

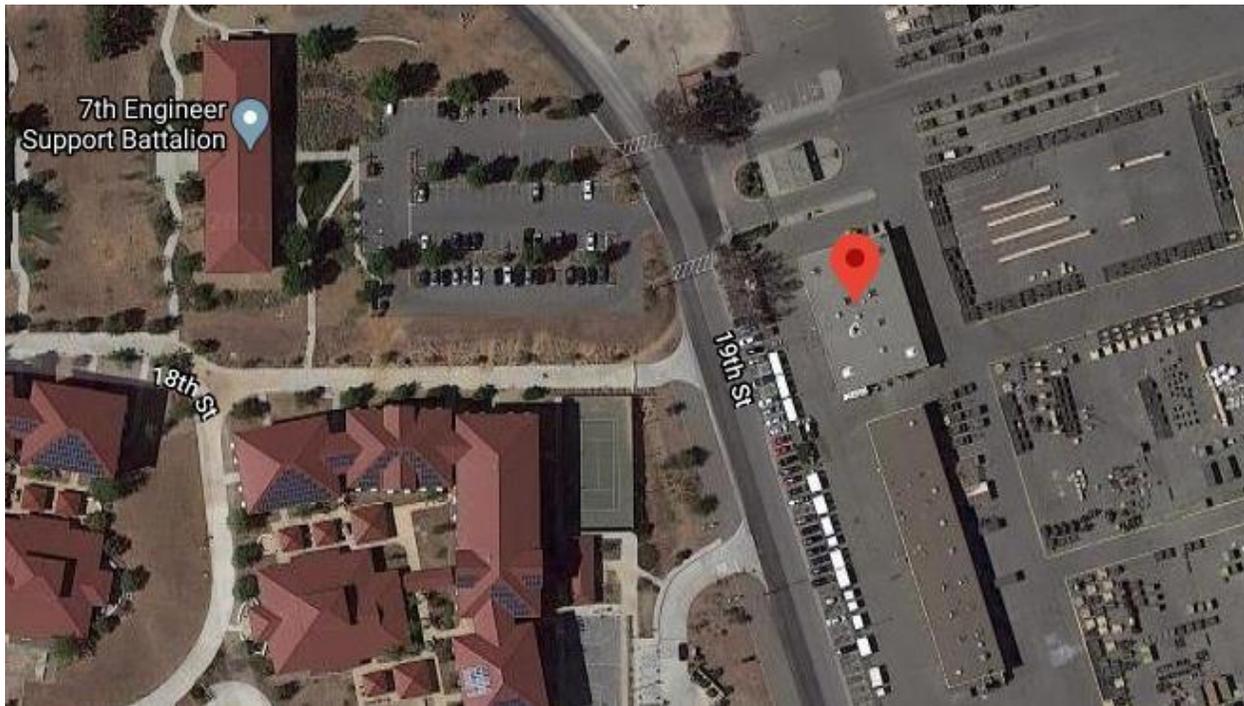
Box 18: SACO

- The SACO is located down the hall from the duty hut.
- 760-763-2511

Box 19: Equal Opportunity Representative

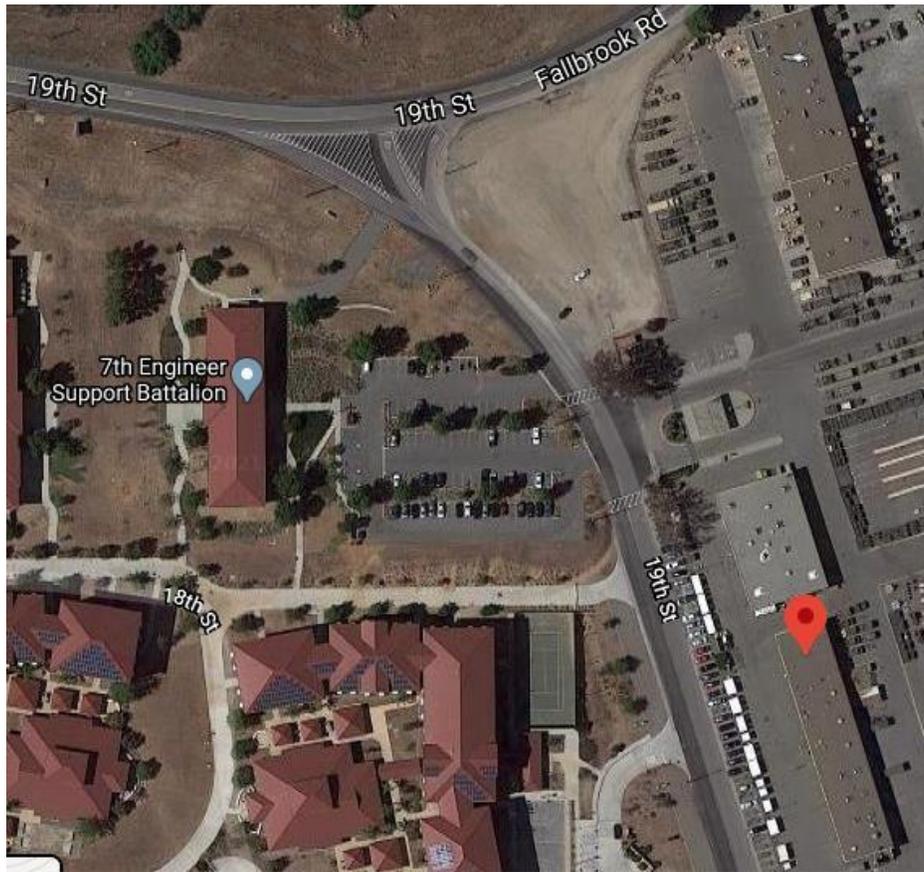
- MSgt Ray at EOD is the Equal Opportunity Representative for 7th ESB.
- You do not need to check out with him.
- If you need him, his office number is 760-725-6470

Box 20: Battalion SAPR VA



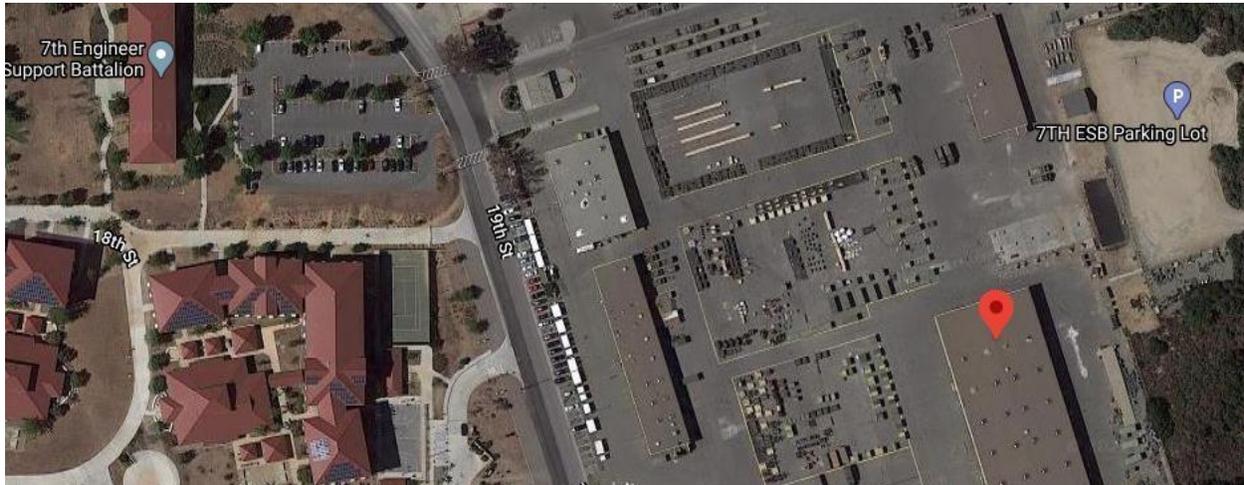
- GySgt Emanuel is the SAPR VA for 7th ESB.
- She works in Utilities (building 140171) across from the battalion building.
- 760-725-6753
- Google Maps pin: <https://goo.gl/maps/7G2vRxEV546q1WXB7>

Box 21-22: S-6 & Comm/NMCI



- S-6 is located in the 7th ESB support lot in building 140172.
- 760-725-6621
- Google Maps pin: <https://goo.gl/maps/qc8U9FP6d1S8gnebA>

Box 23: UUAM (MMO)



- MMO is located in the back of the support lot in building 140173.
- 760-725-5750
- Google Maps pin: <https://goo.gl/maps/uRQNmnS4fRvFcCWN8>

Box 24: Armory



- The armory is in building 14085. The 7th ESB armory window is located on the side of the armory facing F Street.
- The armory does check-outs on Tuesdays and Thursdays.
- Call before arriving because they are often busy.
- Bring your rifle cards and SL-3.
- 760-725-5062
- Google Maps pin: <https://goo.gl/maps/2t3Nc6APTQScqewR7>

Box 25: Battalion Aid Station (BAS)



- BAS is located in building 14031.
- This is where you will pick up your medical records.
- Closed on Thursday afternoons & every day from 1100-1300
- 760-725-5865
- Google Maps pin: <https://goo.gl/maps/QDrMvdCpTQS3MCPCA>

Box 26: Library



- Bring your library card if you have one.
- 760-725-5104 / Building 1146
- Google Maps pin: <https://goo.gl/maps/zsMKkWny2WY48mnNA>

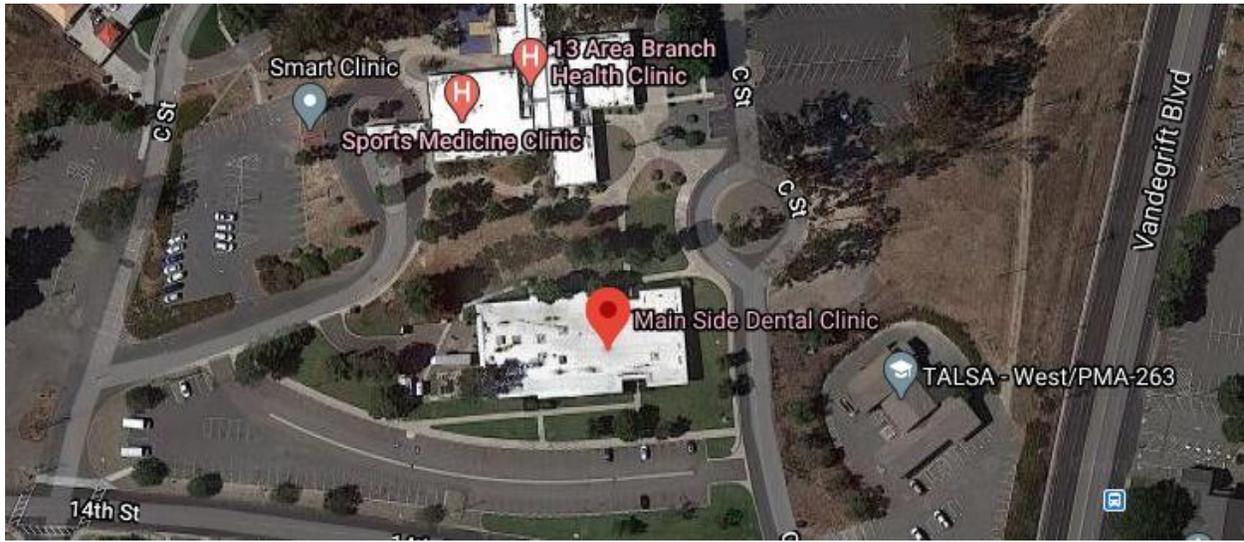
Box 27: Pass and ID



- If you are checking out to EAS, come to Pass and ID after you receive your DD-214.
- If you are checking out for any other reason, you do not need to go to Pass and ID.
- 760-725-2106 / Building 130132
- Google Maps pin: <https://goo.gl/maps/L9o8X2SVXpUjZZD88>

[Pass and ID website](#)

Box 28: Dental



- This is where you will pick up your dental records.
- If you after getting out of the Marine Corps, you need an exam done within 6 months of EAS.
- You cannot PCS if you are a dental Class 4.
- 760-725-5870 / Building 13128
- Google Maps pin: <https://goo.gl/maps/qabTHqbF9dTXk5nU8>

Box 29: Base Housing

- Only call if you live on base housing.
- Provide a 30-day notice that you are leaving.
 - If you will be breaking a lease, you must bring orders.
- The number is 760-430-0040 / Option 0
- Google Maps pin: <https://goo.gl/maps/SKwSUh8tZWqhrp2T9>



Box 30: DMO



- DMO is located in 22 area.
- This box does not require a signature.
- 760-725-8666 / Building 2263
- Google Maps pin: <https://goo.gl/maps/jSCv7Ujipzq6tCUC9>

Boxes 31 & 32: IIF & Gas Mask



- Individual Issue Facility (IIF) is located in 22 area.
- The facility is open from 0730-1100 & 1300-1630.
- Ensure they sign boxes 31 & 32.
- 760-763-8789 / Building 2230
- Google Maps pin: <https://goo.gl/maps/WoQRqvgR2nwGPMSG7>

Box 33: Company Clerk

Every company has a different clerk who will ensure you have turned in your Arrive Alive card.

Box 34: Supervisor

- Meet with an immediate supervisor.
- Your supervisor should ensure you have a good plan after you check out from 7th ESB.