



Noncombatant Evacuation Operation (NEO) Packet

PART III		
Evacuation Forms and Orders		
	DOCUMENT NAME	PURPOSE/NOTES
1. <input type="checkbox"/>	PCS Orders	PCS Orders assigning sponsor and family members to USARJ. Command Sponsorship paperwork if not on original PCS orders.
2. <input type="checkbox"/>	Evacuation Orders	
3. <input type="checkbox"/>	DD Form 2585: Repatriation Processing Form	
4. <input type="checkbox"/>	DD Form 1610: Request and Authorization for TDY/TAD Travel	(5 copies)
5. <input type="checkbox"/>	DD Form 93: Record of Emergency Data	
6. <input type="checkbox"/>	DA Form 3955: Change of Address and Directory Card	

Fill in these forms as much as possible. They might be required during the evacuation process as Evacuation Orders. Lines of Accounting and approval signatures will be provided at processing centers if this document is used.

Privacy and Security. NEO packet consists of required, critical, and recommended documents which contain some very personal and private information. For that reason, noncombatants or their sponsors should NEVER allow anyone to take sole custody of it (i.e., turning it in to a NEO warden to inspect without being present). NEO wardens should inspect the contents of the NEO packet in the presence of either the sponsor or the adult noncombatant.