



# **COMPETENCE CENTRE SURFACE BASED AIR AND MISSILE DEFENCE**

## **CC SBAMD**

# **Conference 2026**

**– Joining Instructions –**



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# 1. VISITOR GUIDELINES

## 1.1 PRIOR TO ARRIVAL

Access to RAB and to HQ AIRCOM is restricted. CC SBAMD will take care of the access requests. To get access to RAB and HQ AIRCOM, you are required to submit different information. This is done via the **Personnel administration form (PAF)**, (download on [CC SBAMD website](#)).

Please modify the PAF name to include your LAST NAME and FIRST NAME and CCSBAMD\_PAF, such as **JOHN\_DOE\_CCSBAMD\_PAF**.

Please fill all required information and include a digital copy of a valid NATO SECRET security clearance (**JOHN\_DOE\_SC**). Send the filled in PAF and security clearance via EMAIL to ([hqaircom.ccsbamdevents@nato.int](mailto:hqaircom.ccsbamdevents@nato.int)).

Please ensure you keep your entries updated and have your travel documents with you. For further assistance, do not hesitate to contact us.

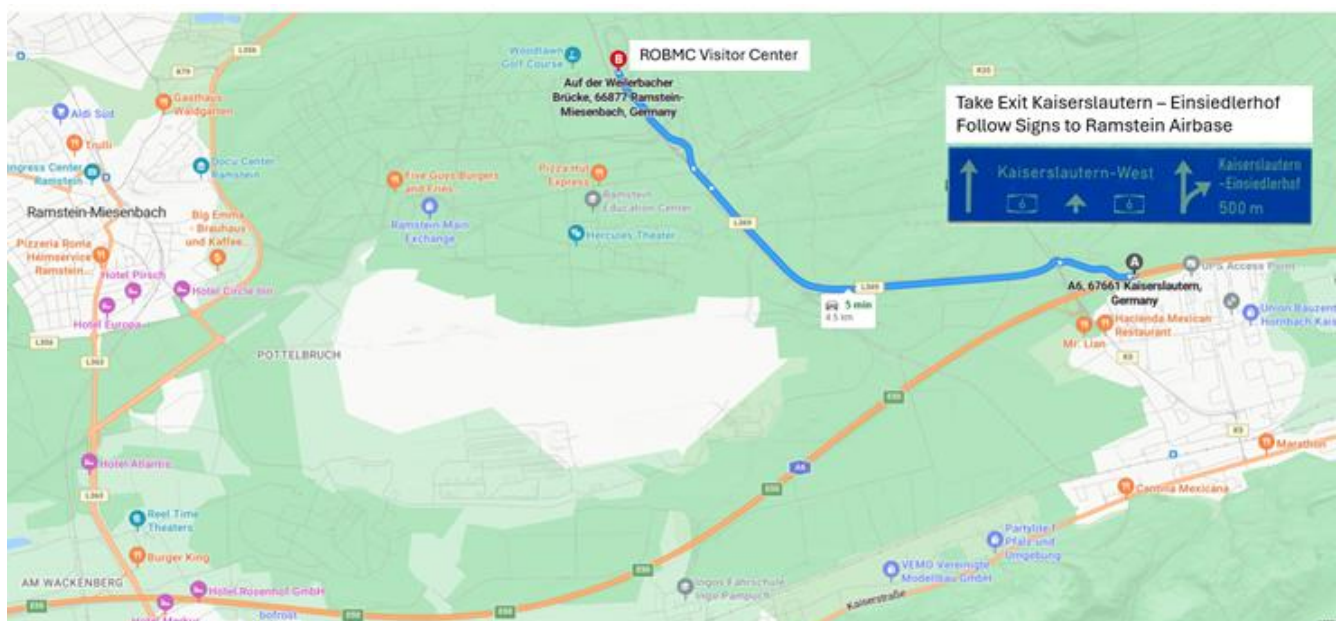
## 1.2 ARRIVAL AND IN-PROCESSING

Upon your arrival at Ramstein Airbase (RAB), it is essential to visit the Visitors Control Centre to facilitate your access to the base.

## ROBMC Visitor Center Google Maps

Detailed maps are available at 5. GENERAL MAP AND AIRBASE DIRECTIONS  
**ROBMC Visitor Centre ("EAST GATE"),**

Auf der Weilerbruecke, 66877 Ramstein-Miesenbach, Germany



### 1.3 FIRST DAY OF ARRIVAL

On the first day of your arrival, participants must carry the following documents:

1. (If applicable) **NATO Travel Order** (must NOT be handwritten) with 'Ramstein Airbase' written on it as destination and including Sponsor (see below);
2. **Military / Civilian ID-Card / Passport** – this document MUST be the same as the one referenced on the NATO Travel Order.

### 1.4 ACCESS TO RAMSTEIN AIRBASE

On the first day of arrival, non-US personnel must stop at the RAB Visitor Centre at the ROBMC Gate (see map above) to present the required documents.

The Visitor Centre staff will stamp the NATO Travel Order after verification. This stamp authorizes on-base privileges. Individuals should request the stamp if not offered.

Civilians will be issued with a temporary visitor pass valid for the duration of the visit.

**Privileges not applicable to German citizens!**

**Note:** If you do not have a NATO Travel Order, inform us as soon as possible.

This procedure is only necessary on the day of arrival, for all following visit dates, entry will be granted without further action by showing the stamped NATO Travel Order to the guard at the gate (either East or West) in conjunction with your ID.

IF YOU ARE NOT GRANTED ACCESS, for any reason (forgotten papers, etc.) you must call or ask the MPs to call the point of contact (sponsor). The name of the sponsor and his extension should be written on your NATO Travel Order.

### 1.5 POINT OF CONTACT (POC)

CC SBAMD is your Point of Contact on your NATO Travel Order.

In case of any issues for entering RAB or HQ AIRCOM, the following sponsor will support you.

#### **Sponsor**

**Competence Centre Surface Based Air and Missile Defence,**

Email: [hqaircom.ccsbamdevents@nato.int](mailto:hqaircom.ccsbamdevents@nato.int)

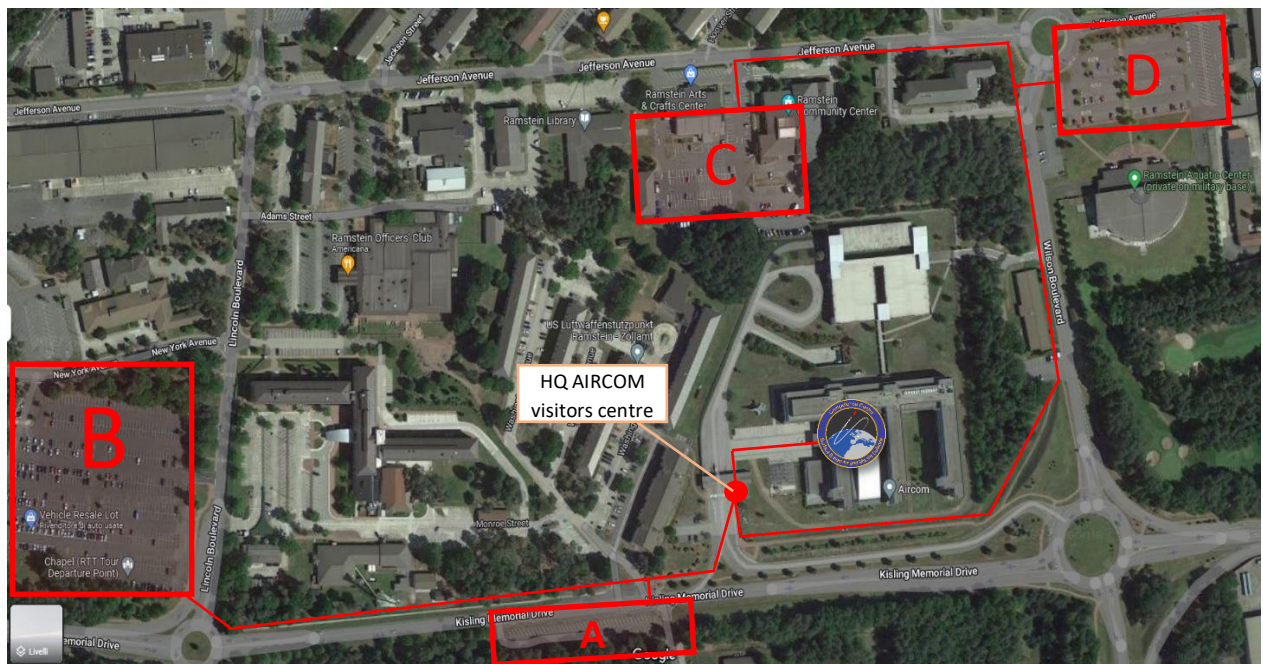
Tel: +49 6371 400410

## 1.6 ACCESS AND PARKING TO HQ AIRCOM

After parking in one of the designated parking areas (see map below), please proceed to the HQ AIRCOM visitor centre where you will get your non-escorted conference badge.

This badge must be worn at all times when inside the HQ AIRCOM building. This badge opens the turnstile of the HQ AIRCOM compound.

A limited parking lot is available across from the visitor centre, which is accessible for use during the check-in process.



**Guest Parking:**            **Parking area A**, walking time: 2-5 minutes

**Guest Parking:**            **Parking area B, C and D**, walking time: 5-10 minutes

On 21 April 2026, from 08.30 till 13.45, CC SBAMD representatives will be present at the Visitors centres of RAMSTEIN Air Base and HQ AIRCOM to guide you through the access process.

## 2. GENERAL ADMINISTRATIVE REMARKS

### 2.1 GENERAL CONFERENCE GUIDANCE

- Dress code: BDU for military personnel / business casual for civilians.
- Please be on time.
- Expect delays at West Gate and East Gate Entrance in the morning.
- After the meeting days remove HQ AIRCOM visitor badges after leaving the building.

### 2.2 LUNCH AND BEVERAGES

- Beverages:  
Coffee, tea and Water will be available in the morning and during the coffee breaks.
- Lunch (non-hosted):  
International Dining Facility (IDF) in HQ AIRCOM (Salad, Soup, Sandwich - full meal).  
  
KMCC (Kaiserslautern Military Community Centre) ("Food Court"): cash (US Dollar only), credit card or debit card if activated "outside Europe". (Be advised: possible bank charges and not all debit cards accepted)  
  
Subway, Popeye's, Panda Express, Taco Bell, Starbucks, etc.  
  
Pizza Buffet (RCC Bldg. 412) (US Dollar only)  
  
Restaurants: Chili's (at the enlisted Club), Heroes Bar & Grill (KMCC), Pizza Hut express/Subway (Bldg. 2171)  
  
"Deutsches Haus": (Bldg. 544) cash only (Sandwiches, Schnitzel, etc.)

**Please take travel- and waiting times into account.**

**Note:** 5. GENERAL MAP AND AIRBASE DIRECTIONS are the maps that detail the various locations.

## 2.3 HOSTED ICE BREAKER



- **IDF area in HQ AIRCOM**, Tuesday 21 April, after conference  
There will be signs that will lead you to the IDF area

If you have any questions, feel free to ask any of our CC SBAMD members.

## 2.4 SMOKING

- **Not allowed inside the HQ building**, dedicated (E)smoking point is the Cabin between the side entrance and the Car Park Garage.



# 3. SECURITY GUIDANCE

## 3.1 EVACUATION PLAN



In case of an Emergency and evacuation of the building, please follow a CC SBAMD Member.

The **ASSEMBLY AREA**/Evacuation point for the CC SBAMD will be in the HQ AIRCOM **Car Park Garage at the ground level on the left side** (driving entrance).

## 3.2 IN CASE OF FIRE

- Shout – FIRE, FIRE, FIRE and Alert personnel on your Floor;
- Activate nearest fire alarm;
- Alert Fire service via 112;
- Move to assembly point;
- Brief senior person at assembly point and fire service on arrival.

## 3.3 SECURITY

Please follow the general Security Announcements (*if applicable*)

## 3.4 ELECTRONIC DEVICES

**CELL PHONES, SMART WATCHES, BLUETOOTH DEVICES**

**AND/OR OTHER DATA RECORDING/STORAGE DEVICES:**



- All devices should be locked up in the provided lockers at the HQ AIRCOM entrances, however the locker capacity is very limited. It is recommended to leave your devices in the car;
- USB Sticks, IPADS, LAPTOPS and any other device with data storage capability are strictly prohibited;
- Photography: DO NOT take pictures of military buildings, objects, personnel.

## 4. ACCOMMODATION

### LOCALLY RECOMMENDED HOTELS – RAMSTEIN/LANDSTUHL

Please note that these Hotels are in no particular preference and of are of equal standard. You are not obligated to use any of the Hotels listed and all are subject to personal choice.

#### **Hotel Christine**

Kaiserstrasse 3  
D-66849 LANDSTUHL  
Tel: 0049(0)6371 9020  
Fax: 0049(0)6371 90222  
Email: [info@hotel-christine.com](mailto:info@hotel-christine.com)  
Internet: [www.hotel-christine.com](http://www.hotel-christine.com)

#### **Hotel Merkur**

Am Koehwaldchen 11  
D-66849 LANDSTUHL  
Tel: 0049(0)6371 9180  
Fax: 0049(0)6371 918180  
Email: [das@hotelmerkur.de](mailto:das@hotelmerkur.de)  
Internet: [www.hotelmerkur.de](http://www.hotelmerkur.de)

#### **Schlosshotel**

Burgweg 10  
D-66849 LANDSTUHL  
Tel: 0049(0)6371 92140  
Fax: 0049(0)6371 921429  
Email: [Schlosshotel.Landstuhl@t-online.de](mailto:Schlosshotel.Landstuhl@t-online.de)  
Internet: [www.schlosshotel-landstuhl.de](http://www.schlosshotel-landstuhl.de)

#### **Hotel Garni Landhaus Schattner**

Kaiserstrasse 143  
D-66849 LANDSTUHL  
Tel: 0049(0)6371 912345  
Fax: 0049(0)6371 16249  
Email: [info@hotel-landhaus-schattner.de](mailto:info@hotel-landhaus-schattner.de)  
Internet: [www.hotel-landhaus-schattner.de](http://www.hotel-landhaus-schattner.de)

#### **Hotel Landgasthof Pirsch**

Auf Der Pirsch 12  
D-66877 RAMSTEIN  
Tel: 0049(0)6371 5930  
Fax: 0049(0)6371 539199  
Email: [info@hotel-pirsch.de](mailto:info@hotel-pirsch.de)  
Internet: [www.hotel.pirsch.de](http://www.hotel.pirsch.de)

#### **Hotel Restaurant Rosenhof**

Am Koehwaldchen 16  
D-66849 LANDSTUHL  
Tel: 0049(0)6371 80010  
Fax: 0049(0)6371 64641  
Email: [HotelRosenhof@aol.com](mailto:HotelRosenhof@aol.com)  
Internet: [www.hotel-rosenhof.de](http://www.hotel-rosenhof.de)

#### **Hotel America**

Reichswaldstrasse 1c  
D-66877 RAMSTEIN  
Tel: 0049(0)6371 46810  
Fax: 0049(0)6371 4681199  
Email: [info@hotelamerica.de](mailto:info@hotelamerica.de)  
Internet: [www.hotelamerica.de](http://www.hotelamerica.de)

#### **Hotel Europa**

Auf Der Pirsch 4  
D-66877 RAMSTEIN  
Tel: 0049(0)6371 96550  
Fax: 0049(0)6371 965550  
Email: [info@hotel-europa-ramstein.com](mailto:info@hotel-europa-ramstein.com)  
Internet: [www.hotel-europa-ramstein.com](http://www.hotel-europa-ramstein.com)

#### **Hotel Ramsteiner Hof**

Miesenbacher Str. 26  
D-66877 Ramstein-Miesenbach  
Tel: 0049(0)63719720  
Fax: 0049(0)637157600  
Email: [info@ramsteiner-hof.de](mailto:info@ramsteiner-hof.de)  
Internet: [www.ramsteiner-hof.de](http://www.ramsteiner-hof.de)

**RAMSTEIN INNS**  
**CANNON HOTEL – LANDSTUHL –**  
**RAMSTEIN – SEMBACH – VOGELWEH**

**Central Reservation:**

DSN: 480 4920

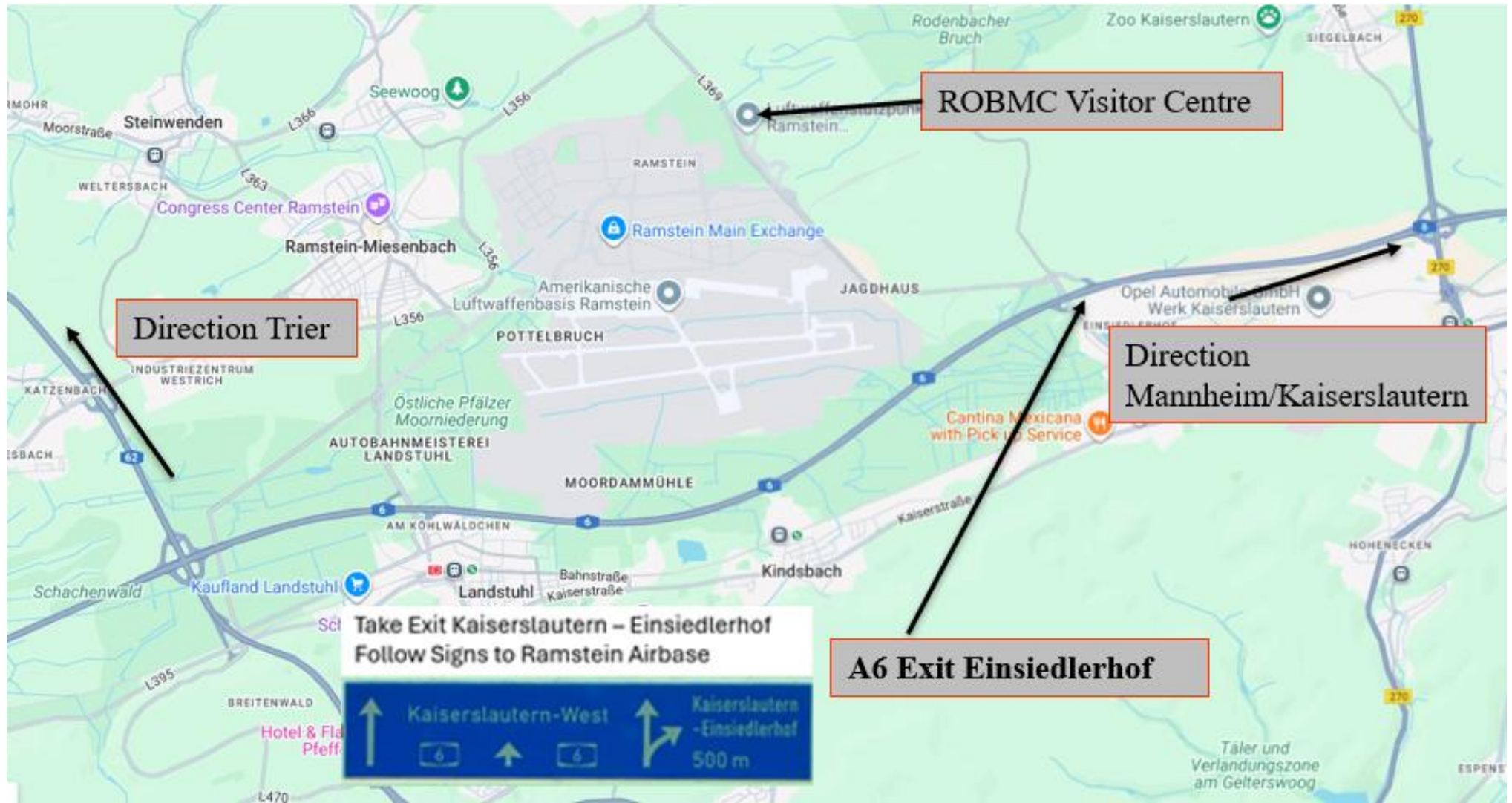
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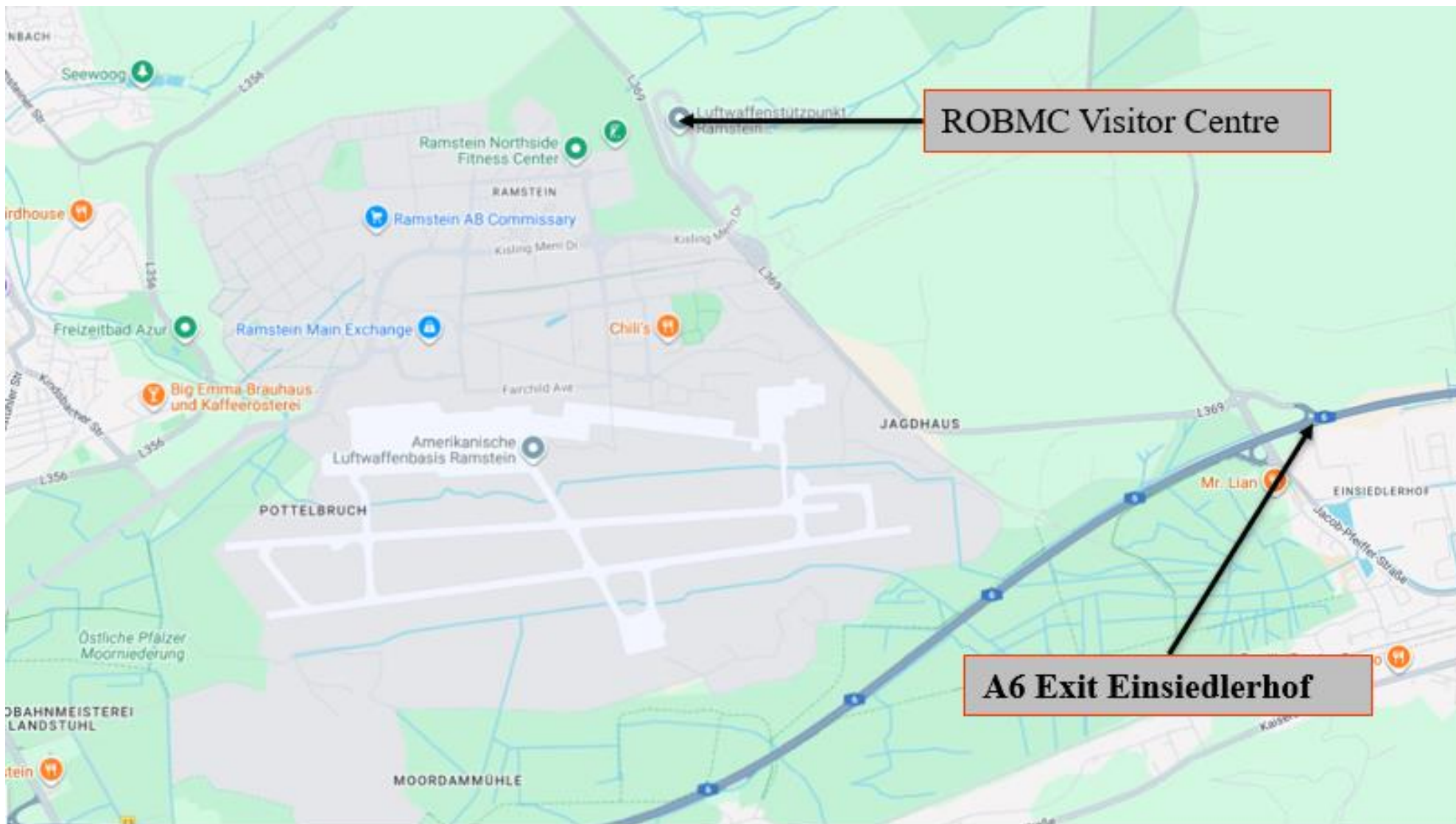
Fax DSN: 480 7864

Fax Civ: 0049(0)6371 40 42589

Email: [ramstein.lodging@us.af.mil](mailto:ramstein.lodging@us.af.mil)

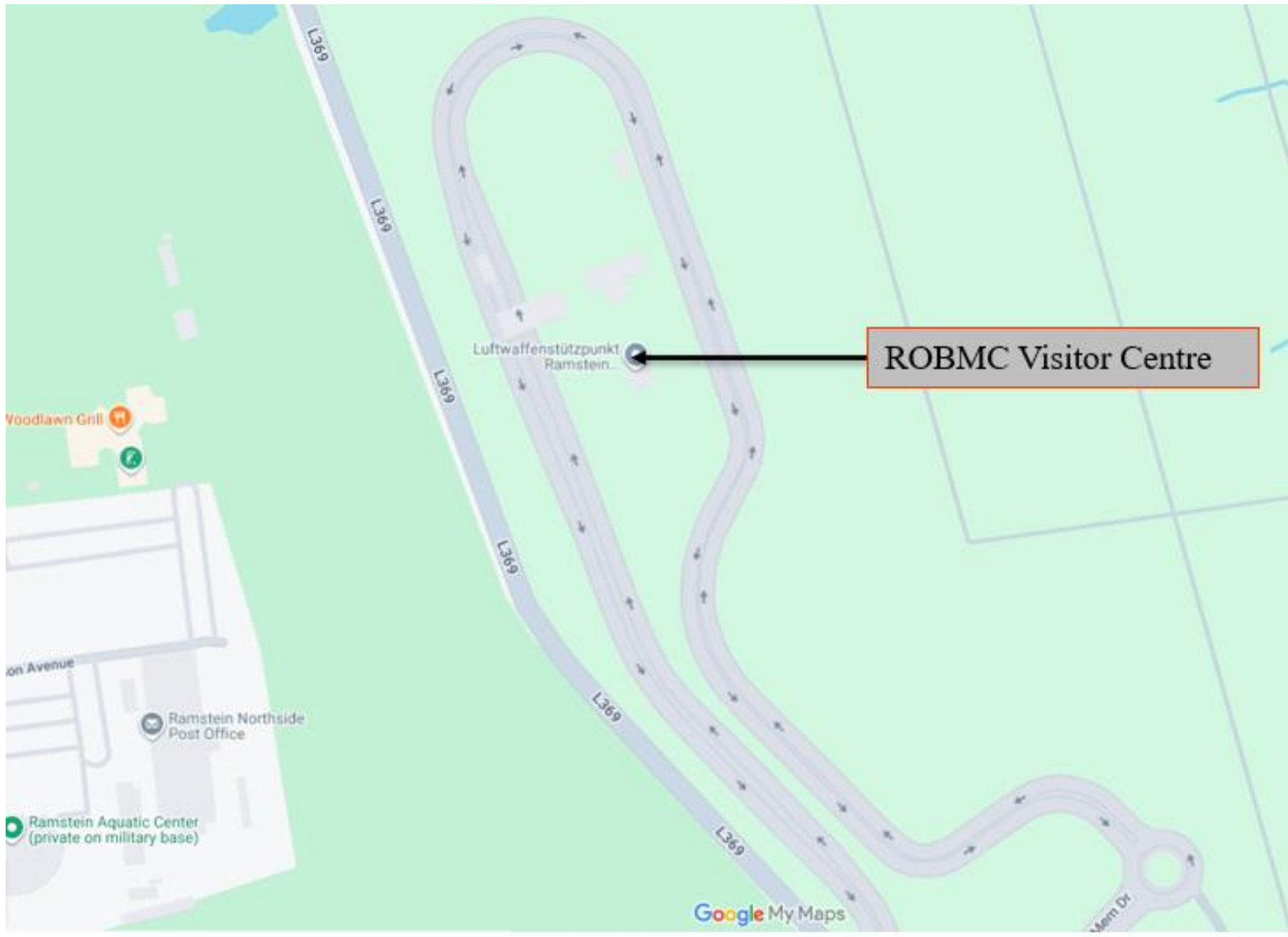
## 5. GENERAL MAP AND AIRBASE DIRECTIONS





**ROBMC Visitor Centre**

**A6 Exit Einsiedlerhof**



ROBMC Visitor Centre

Luftwaffenstützpunkt  
Ramstein

Woodlawn Grill

on Avenue

Ramstein Northside  
Post Office

Ramstein Aquatic Center  
(private on military base)

Google My Maps

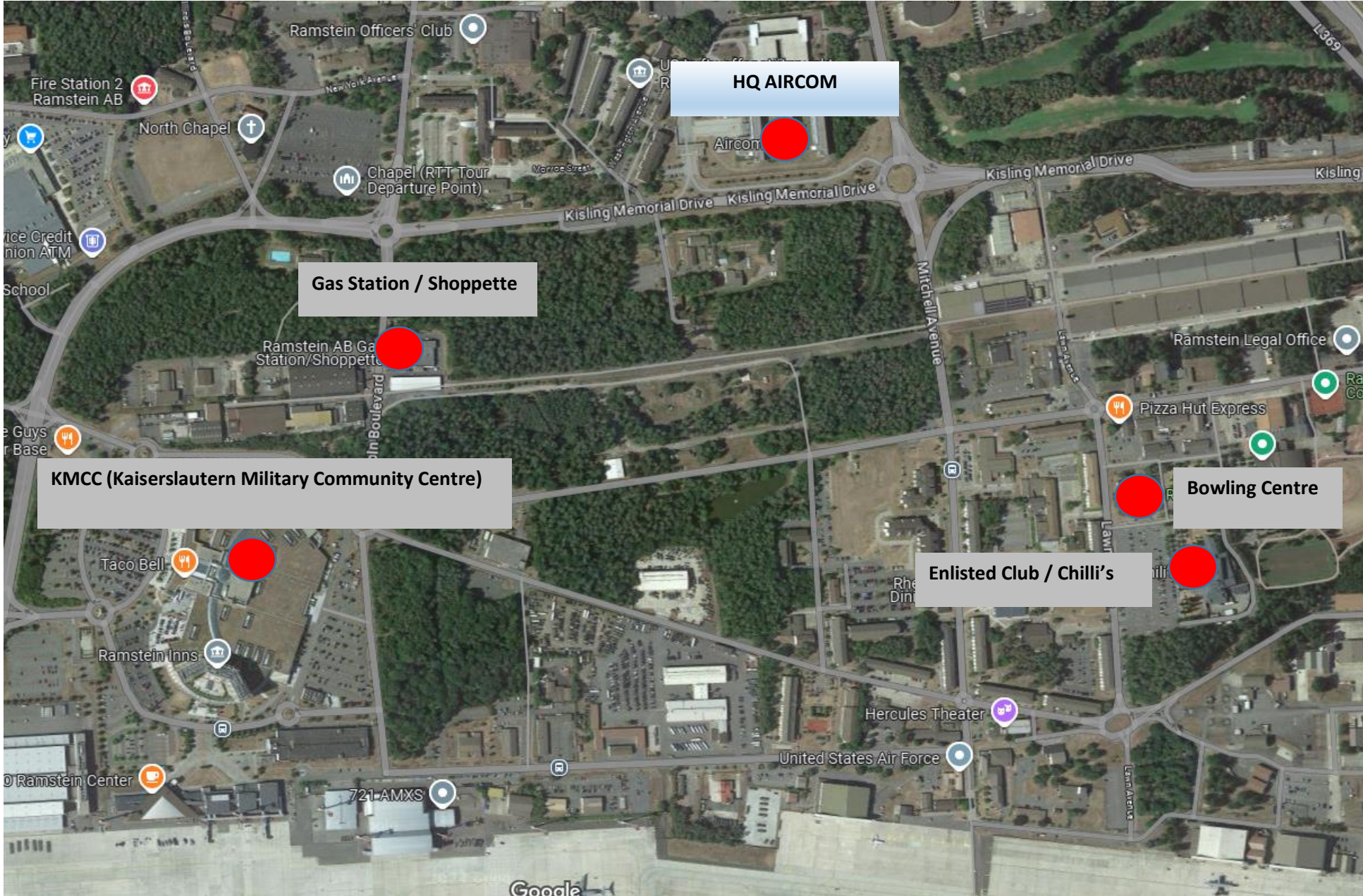
Mem Dr



**HQ AIRCOM**

**ROBMC Visitor Centre**

**4 min**  
2,3 km



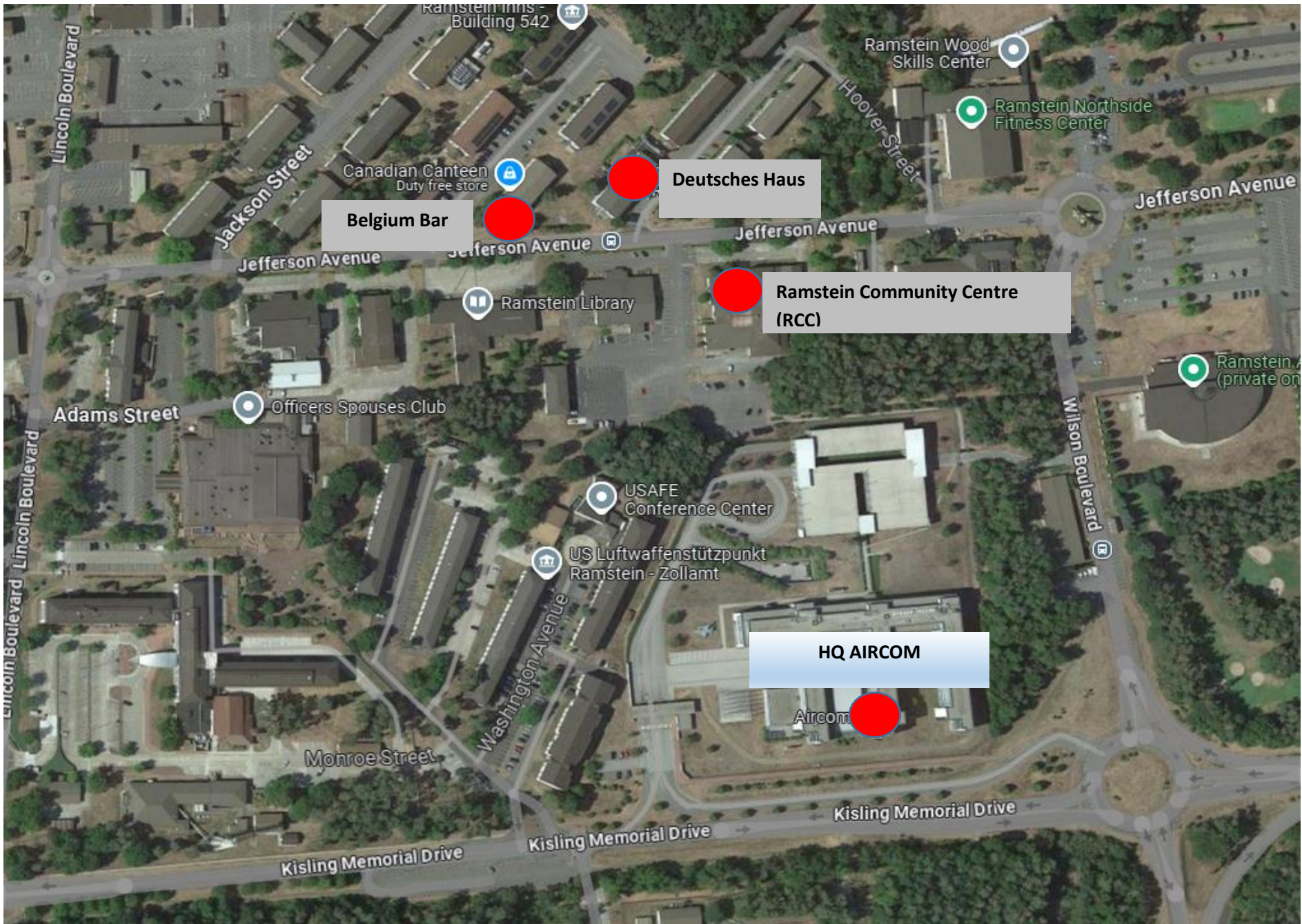
**HQ AIRCOM**

**Gas Station / Shoppette**

**KMCC (Kaiserslautern Military Community Centre)**

**Bowling Centre**

**Enlisted Club / Chilli's**



**Belgium Bar**

**Deutsches Haus**

**Ramstein Community Centre (RCC)**

**HQ AIRCOM**