

# AMERICAN CITIZENS SERVICES NEWSLETTER

August 2014

The U.S. Embassy is transmitting the following monthly newsletter via its warden system as a public service to U.S. citizens in Mongolia. Please feel free to disseminate this message to U.S. citizens in your organizations or to other Americans you know.



Become a fan of  
**U.S. Embassy Ulaanbaatar,  
Consular Section** on  
Facebook.

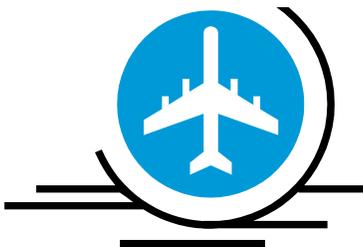
**American Citizens' Visa Hour**  
Every **Tuesday at 4:00pm** at  
the Consular Section except  
on U.S./local holidays.

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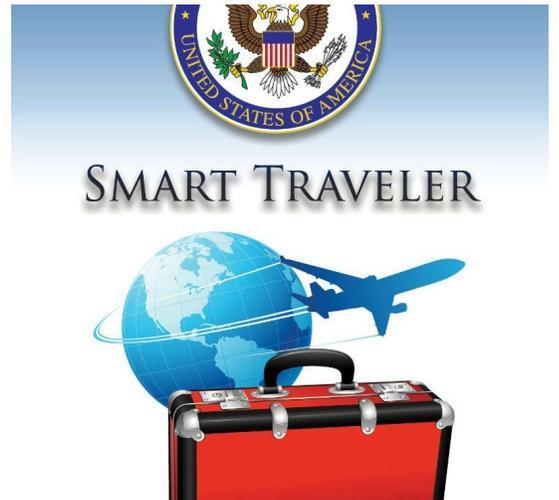
## WONDERING IF THE FLIGHT IS ON TIME?

This website has virtually every flight in the world and is updated regularly. It has been used for MIAT and Korean Air flights and it has been accurate every time.  
<http://www.flightstats.com/>



## STEP Gets a "Facelift"

The STEP application originally debuted in 2004 (under its former name of IBRS – Internet Based Registration Service). For its tenth birthday, we've given STEP a whole new look and feel! There is more color, less text, a cleaner layout, more intuitive navigation, and a clearer explanation of the three types of services available.



- a) Enroll a Single Trip (without an account): This is the fastest enrollment option. It does not require the traveler to create a username and password or select a security question and answer. The traveler just enters his/her biographic, contact, and destination information, and clicks "Submit." However, because there is no way to log back in later, if travel plans or contact information change, the traveler must either create a new enrollment or contact STEP web support (via the "Contact Us" page on the site) who will make the correction on the backend, or contact the relevant post, who can update the information in the registration service in ACS and the enrollment record in STEP.
- b) Create an Account to enroll and manage multiple trips: This option is best suited for frequent travelers. The traveler creates a profile by entering a username, password, and security question/answer, and saving their biographic and contact information to their profile. Next, the traveler enters destination information for one or more trips. This option allows enrollees to log back in at any time to add or modify their personal, contact, or trip information.
- c) Subscribe to receive country-specific Travel Alerts and Travel Warnings by email ("Country Listservs"): This option is intended for people who will remain in the United States, but wish to be informed of new Travel Alerts and Travel Warnings in specific countries. Subscribers are neither enrollees nor registrants and do not receive Routine, Security, or Emergency Messages sent out by posts.

## WHAT ELSE IS NEW?

**NO MORE "POST LISTSERVS":** On the original site, the last screen of the enrollment process included a little checkbox with the option, (cont.—>

“Yes, I would like to receive emails specific to the embassy/consulate regions that I selected for this trip.” Checking this box did not affect the traveler’s enrollment, but it did additionally subscribe them to a separate, post-specific distribution list. Unlike enrollment, which becomes inactive when the traveler’s travel dates have passed, subscription to a post listserv was permanent until the person proactively unsubscribed.

Experience has shown that these post listservs created confusion and added very little value for consular sections. Therefore, with this release we have eliminated the option to enroll in post-specific listservs.

**REQUIRED CONTACT INFORMATION:** Travelers are now required to provide an email address or telephone number as part of their “home” contact information; a physical street address is no longer collected. The same is true for Emergency Contacts. There are new reminders and text instructions to encourage enrollees to provide an email address, since this is often our most reliable way of contacting them in an emergency. For contact information while traveling, at least one phone number or destination address is required.

**STEP MOBILE:** The mobile-friendly version of the STEP site will retain the same look and feel it has had since its release in 2012 (REFTEL), with just a few tweaks for security and consistency with the full site. Users who access STEP via a compatible mobile device will continue to be directed automatically to the STEP Mobile version; those accessing the site from a non-mobile device will see the new, full site.

### What Happens if your passport is stolen in Mongolia?

If your passport is stolen with a Mongolian visa in it, in addition to applying for a new passport with U.S. Embassy, Ulaanbaatar, you will also need to report your loss and confirm your entry date with Mongolian authorities.

Go to the nearest Police Department (or call 102 in an emergency) to report your lost or stolen passport. You will need to write a statement (and get it translated into Mongolian) and submit it to the Agency of Office of Immigration, Naturalization and Foreign Citizens, Mongolia on the south eastside of the “Chinggis Khaan” airport, telephone 1900-1882, 93141010, 7013-3454, 9314-1018. Working hours are 9am-6pm with a 1:00pm -2:00pm lunch time.

To get a new Mongolian visa you must report your loss and take your new U.S. passport (for [how to apply](#)) to the Office of Immigration, Naturalization and Foreign Citizens, Mongolia as well.

### Did you know...

If you want to spend a long layover in Beijing or Shanghai, you might be interested in China's 72-hour Transit Visa Exemption. The U.S. is one of 45 countries whose citizens are able to apply for this particular kind of visa-free travel. You must have a passport (regular, official or diplomatic) valid up to six months after your departure date, as well as a visa and plane ticket for the next country you'll be visiting. To take advantage of this program, you need to request the exemption through your airline carrier before your travel date. The airline will then apply on behalf of its U.S. passenger to the border control authorities for entry into the People's Republic of China.



## FSOT Exam

The U.S. Embassy in Ulaanbaatar, Mongolia is offering the FSOT to all Americans living overseas. The Foreign Service Officer Test is scheduled to take place in early October. When you sign up, you can select a specific time slot from the available dates and sessions.



### How to Register for the FSOT:

Registration for the FSOT must be completed online. The registration package consists of an application form that gathers factual information about your academic background, work history, and other relevant data. The link to online registration is available at <http://careers.state.gov>.

### Eligibility Requirements to Take the Test:

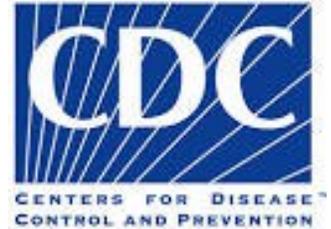
- Applicants must be citizens of the United States.
- Applicants must be at least 20 years old on the day they submit their registration package. They must be at least 21 years of age to be appointed as a Foreign Service Officer. Applicants must be no older than 59 on the date they submit their registration package. Appointment as a Foreign Service Officer must occur before an applicant reaches the age of 60.
- Applicants must be available for worldwide assignment, including assignments at posts where health, living conditions, or medical support may be rudimentary, or in danger zones where family members are not allowed.
- No applicant will be considered who has previously been separated from the Foreign Service under sections §607, §608, §610 or §611 of the Foreign Service Act of 1980, as amended, or who resigned or retired in lieu of separation under these provisions. In addition, no applicant will be considered who has previously been separated for failure to receive a career appointment under section §306 of the Foreign Service Act of 1980, as amended, or who resigned or retired in lieu thereof.
- No specific educational level or proficiency in a foreign language is required for applicants

For additional information please visit:  
[www.careers.state.gov](http://www.careers.state.gov)

## Warden Volunteers Still Needed!

We are searching for volunteers to act as wardens in Mongolia, especially the areas outside Ulaanbaatar. If you are interested, please send an email to [ulaanbaataracs@state.gov](mailto:ulaanbaataracs@state.gov). The United States warden system is not for the benefit of the Embassy, but for the American citizens living in Mongolia. Wardens in each district play an important role in the event of an emergency by contacting American citizens residing in Mongolia to ensure timely distribution of important information. It is particularly important in a place like Mongolia due to the distances between cities and difficult travel conditions. The Embassy would appreciate your consideration for this important role. It also could be a great opportunity for you to take a few hours out of each quarter to become more familiar with American citizen neighbors.

The U.S. Centers for Disease Control and Prevention (CDC) website contains health information for travelers, including recommended vaccinations for Mongolia—Hepatitis A and B, Rabies, and Typhoid. For detailed information, please visit [CDC](http://www.cdc.gov).



### TRAVEL WARNINGS

August 10, Iraq  
August 8, Saudi Arabia  
August 8, Pakistan  
August 8, Nigeria  
August 1, Ukraine

### TRAVEL ALERT

July 22, 2014 Russian Federation

For additional information about these travel warnings and alerts, please visit this website: <http://www.travel.state.gov/>.

### Embassy Contact Information

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