

NAVAL AIR FACILITY MISAWA, JAPAN



NEWCOMER'S GUIDE

COVID-19 EDITION (6 Aug 2020)

A REFERENCE GUIDE FOR THOSE
TRANSFERRING TO NAVAL AIR FACILITY
MISAWA DURING COVID-19 RESTRICTIONS.

WELCOME TO MISAWA

On behalf of Naval Air Facility Misawa, it is my pleasure to welcome you to Japan!

We are excited to have you as a member of Team Misawa! This will be a unique and rewarding assignment as Japan plays a critical role in ensuring the safety and security across the Indo-Pacific Region.

You are arriving at an uncertain time as the world faces the threat of COVID-19, but you are in good hands. Our team has processes in place to ensure your arrival and Restriction of Movement are as seamless as possible.

This guide will answer many of your questions regarding Misawa's COVID-19 procedures. For all other questions regarding COVID-19, please reach out to your sponsor, chain of command, or visit Naval Air Facility Misawa on Facebook.

Team Misawa is truly excited to have you as a member of our team and our family. We look forward to your safe arrival.

Captain Brian Pummill
Commanding Officer
Naval Air Facility Misawa

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Currently, the Government of Japan requires anyone who has traveled outside the country to undergo a 14-day Restriction of Movement (ROM).

IF YOU ARE EXPERIENCING SYMPTOMS, CONTACT EMERGENCY SERVICES

Dial 911 from a base phone or +81-0176-77-0911 from a cell phone to receive URGENT care for any symptoms associated with COVID-19.

If you have Questions or Medical Concerns :
Contact Navy Medicine at DSN: 226-6136/6161
COMM: +81-0176-77-6136/6161

RESTRICTION OF MOVEMENT

ADMIN ROM – LOW RISK

New members arriving will be placed in Admin ROM for 14 days. Member will go to their personal quarters in Unaccompanied Housing (UH), Military Family Housing (MFH), Navy Gate Way Inn & Suites (NGIS) or Tower 1935 or 1936 for the duration of ROM. Except as directed, or when requiring urgent medical care, stay in quarters until the completion of the 14-day period. Use of public areas within or around facilities (i.e., smoking areas, laundry rooms, lounges, vending machines, etc.) are **PROHIBITED**. All personnel residing in the same domicile will also be placed in ROM status and will be required to adhere to this guidance. Commands will administer the most current Admin ROM guidance and be responsible for bringing meals and supplies. Between day 10 and 14 of ROM, medical will provide exit testing. Medical will contact the member to provide test results and an exit screening (via phone call, email, etc.). Member will be contacted for release by their supervisor.

QUARANTINE – MEDIUM RISK

Members are placed on Quarantine due to recent physical contact with a positive COVID-19 case (to include sharing the Patriot Express with Osan personnel who test positive on their arrival) or may have been exposed to a lab-confirmed case. Members will be in Quarantine status for 14 days. This can be completed in UH, MFH, NGIS, or a Tower. Members must have a negative test result prior to being released by medical staff. Members in a Quarantine status are not allowed to leave their home or quarters (exceptions are on a case-by-case basis). Commands will administer the most current Quarantine guidance and be responsible for providing meals and supplies. Between days 12 and 14, medical will provide exit testing and upon negative results, will submit the Return to Work Memo to the member and their chain of command. Members will be contacted for release by their supervisor.

ISOLATION – HIGH RISK

Members are placed in ISOLATION when they develop symptoms and are being tested for COVID-19, or if they have had prolonged contact with a confirmed case. Members will be relocated via medical transport to isolation quarters and not have physical contact with anyone with the exception of medical staff. Commands will administer the most current Isolation guidance and will drop off meals and supplies to the representative in Tower 1935. Members will remain in Isolation until cleared through medical staff, which may exceed 14 days. Medical will provide exit testing and upon negative results, will submit the Return to Work Memo to the member and their chain of command. Members will be contacted for release by their supervisor.

PRIOR TO PCS

ATTENTION

Coordinate your arrival with your sponsor prior to departure.

The sponsor will contact the inbound member, explain the arrival process, and ensure constant communication with the inbound member.

The inbound member will forward their flight itinerary to the sponsor for ROM coordination.

Inbound members will provide requested data, stay in regular contact with their sponsor, and abide by current guidance.

Required information 30 days in advance for inbound members:

Name & Rank

DOD ID #

Phone number

Personal & Official email addresses, Facebook, WhatsApp, means of communication, etc.

Detailed travel itineraries (flight #, date, estimated time of arrival, etc).

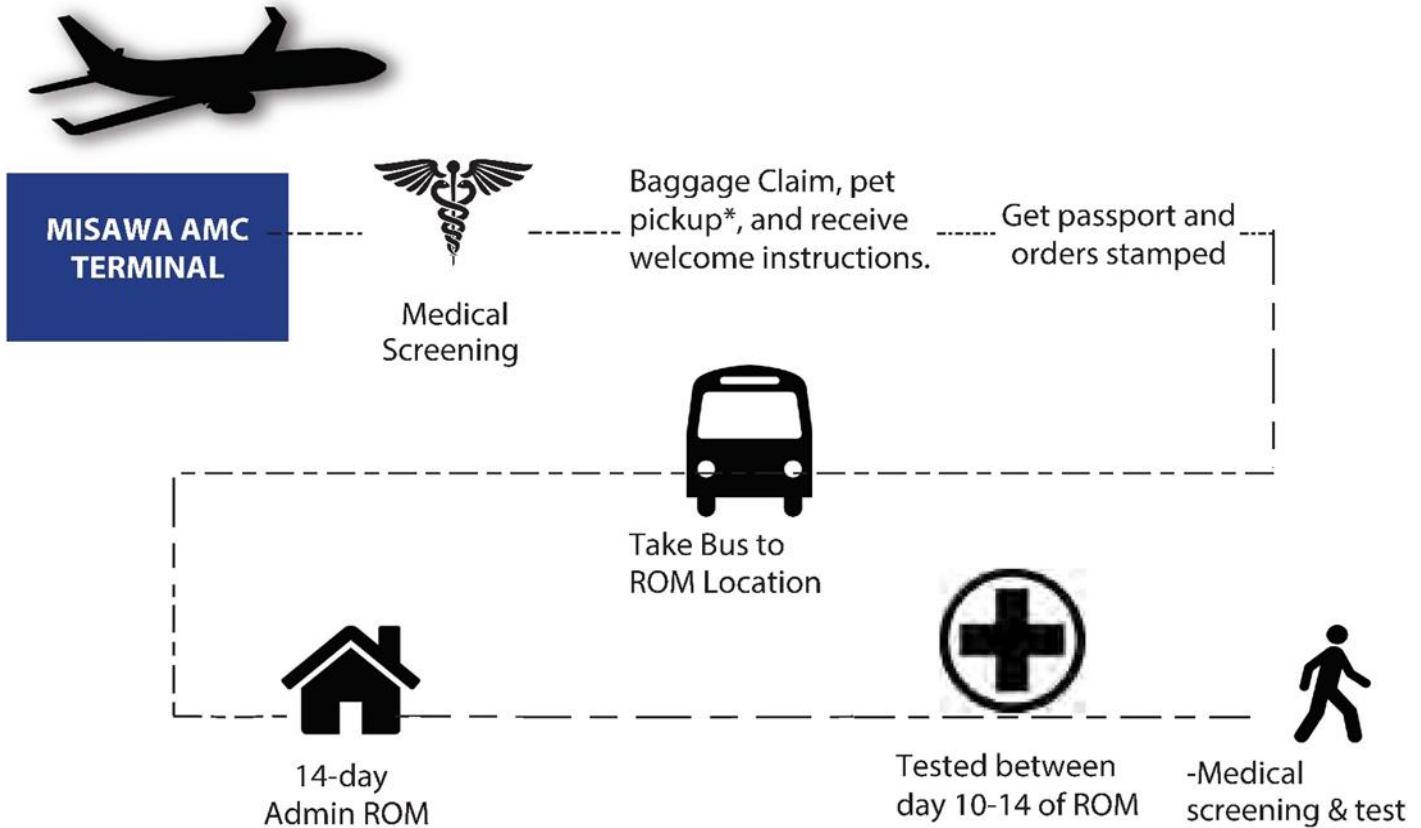
Dependent information

Pets (number and breed)

LANDING IN MISAWA (Highly Recommended)

ATTENTION

DO NOT TRAVEL IF EXPERIENCING SYMPTOMS
Contact your sponsor/chain of command if unable to travel



*Base Vet has a station in the terminal set up for members to fill out all required information, leave original documents, and will be collected later on that day. No Vets will be present at the terminal. Post-ROM please contact the Vet at DSN 226-4502 or on Facebook Messenger @ Misawa Veterinary Clinic.

IF YOU TEST POSITIVE FOR COVID-19

Members will be moved to Tower 1935 by medical personnel

MEDICAL CONCERNS?
Contact Navy Medicine at

DSN: 315-226-6136/6161 COMM: +81-0176-77-6136/6161

-Return to work memo sent to member and Chain of Command.

-Released from ROM by Supervisor.

LANDING IN TOKYO (Case-by-Case Basis)

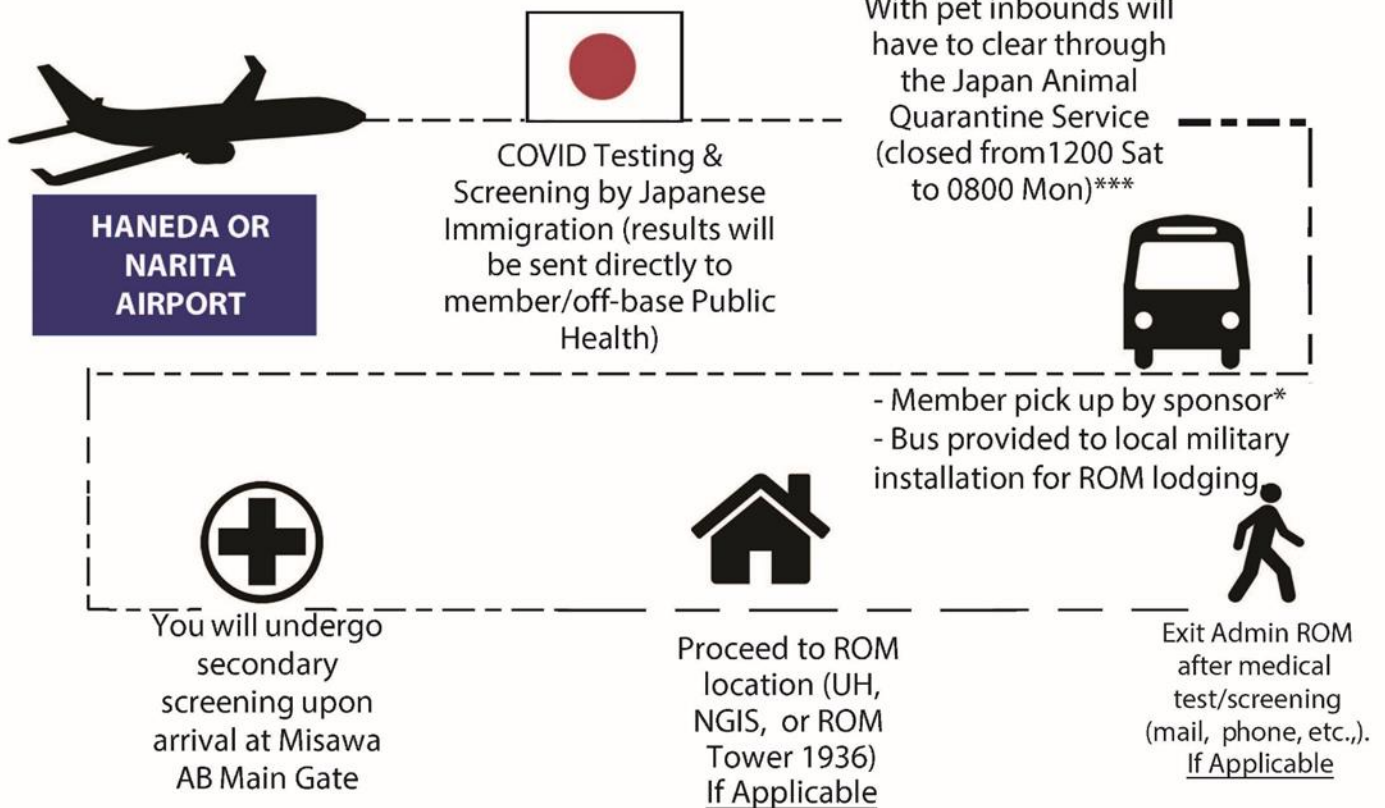
ATTENTION

MUST CONFIRM WITH GAINING CHAIN OF COMMAND IN ORDER TO TRAVEL
TO MISAWA THROUGH TOKYO

NO PUBLIC TRANSPORTATION IS AUTHORIZED AFTER LANDING IN TOKYO (TO
INCLUDE CONNECTING FLIGHTS, TRAINS, TAXIs, etc.,)

DO NOT TRAVEL IF EXPERIENCING SYMPTOMS

Contact your sponsor/chain of command if unable to travel



*Misawa to Tokyo is a 8-10 hour drive (one-way) and sponsor will undergo 14-days of ROM once they return. Inbounds will not leave the vehicle until they arrive at Misawa except for emergencies. Also, they may have to get a travel Exception-to-Policy (ETP) based on local restriction.

***Please contact your airline and Misawa Veterinary Clinic (Facebook Page) or DSN 315-226-4502 or +81 0176-77-4502 for most current policies

IN PROCESSING & SUSTAINMENT

MEALS

If assigned to UH, designated members (usually the sponsor) are assigned to pick up meals from the DFAC using your DOD ID#. All other members will need to coordinate with their sponsor. Individuals in ROM or Quarantine are allowed delivery from AAFES establishments (pay by credit/debit card only) with no interaction between the member and the delivery driver. Sponsors can also pick-up telephone orders.

SHOPPING

Members can authorize a purchase agent for designated personnel to make purchases from the commissary or exchange on their behalf. Forms are included in this guide. New arrivals can also order items from AAFES directly via shopmyexchange.com and have the sponsor pick-up (preferred) or delivered by AAFES staff (ROM only and only if sponsor cannot pickup).

CHECK-IN

All check-in appointments will be completed once tested out of ROM.

ROOM ISSUES

Residents in UH report room issues to the UH Front Desk at 226-9376 or Duty UH at 080-1809-6328.

Residents in MFH contact the Housing Maintenance Office at 226-4663.

Residents in NGIS contact the Front Desk at 226-3131.

Residents in Tower 1935/1936 (Monday-Friday from 0800-1600) report issues to the Contingency Lodging Representative at 226-2727 or the FSS UCC at 226-3731.

WI-FI

There is free wi-fi in Towers 1935, 1936, and NGIS. Otherwise, sponsors can set up internet for you prior to your arrival if you will be living on base (UH or MFH).

MAIL

Individuals in ROM, Quarantine, or Isolation may receive mail during their stay by following the delivery procedures for "Distributing Mail to Residents" included in this guide.

ROM PACKING LIST

ATTENTION

Coordinate with your sponsor prior to your arrival.

Televisions are NOT included in UH, MFH, or ROM Towers.

Air conditioning is installed in UH and most MFH, but NOT in ROM Towers or NGIS.

(Sponsors may be able to provide their own portable unit.)

Should you forget/need an item, coordinate with your sponsor.

REQUIRED

Toothbrush/Toothpaste

Shampoo/Conditioner

Body Wash

Deodorant

Towel

Blanket/Sheets/Pillow

Socks/Underwear

Comfortable Clothing

Snacks

Feminine Hygiene Products

Medications

Mask

Thermometer

RECOMMENDED

Games

Electronic Devices/Chargers

Book/Reading Material

Phone with International Capabilities

AMENITIES

UH – Fridge, Microwave

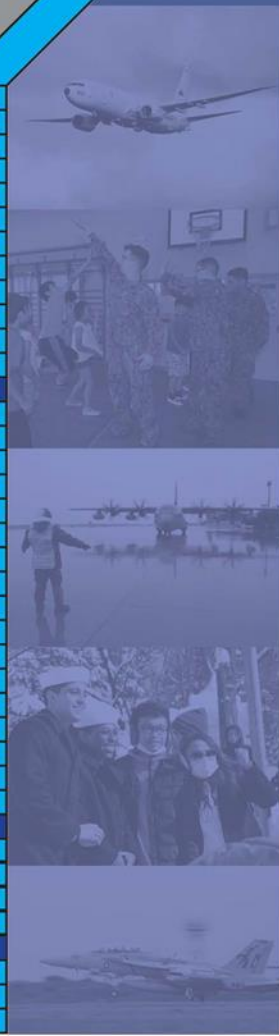
MFH – Fridge, Stove, Washer & Dryer

NGIS – Fridge, Stove, Microwave

ROM Towers– Fridge, Stove, Washer & Dryer

MISAWA HELPING AGENCY MATRIX

	Military OneSource	Chaplain	Mental Health	Family Advocacy	Airman & Family Readiness	Legal Office	American Red Cross	Domestic Abuse Victim Advocate	Equal Opportunity	Health Promotion	SARC	Supervisor	CMC / SEL	Commander
FAMILY														
Change in Schools	•	•	•	•	•	•	•	•	•	•	•	•	•	•
Deployments	•	•	•	•	•	•	•	•	•	•	•	•	•	•
Divorce/Separation/ERD	•	•	•	•	•	•	•	•	•	•	•	•	•	•
Getting Married	•	•	•	•	•	•	•	•	•	•	•	•	•	•
Loss of Family/Friend	•	•	•	•	•	•	•	•	•	•	•	•	•	•
New Parent	•	•	•	•	•	•	•	•	•	•	•	•	•	•
PCSing	•	•	•	•	•	•	•	•	•	•	•	•	•	•
Raising Children	•	•	•	•	•	•	•	•	•	•	•	•	•	•
Relationship Challenges	•	•	•	•	•	•	•	•	•	•	•	•	•	•
Single Parent	•	•	•	•	•	•	•	•	•	•	•	•	•	•
Spouse Finding Work	•	•	•	•	•	•	•	•	•	•	•	•	•	•
Strengthening Marriage	•	•	•	•	•	•	•	•	•	•	•	•	•	•
PERSONAL														
Abuse/Trauma	•	•	•	•	•	•	•	•	•	•	•	•	•	•
Alcohol/Substance Abuse	•	•	•	•	•	•	•	•	•	•	•	•	•	•
Anger Management	•	•	•	•	•	•	•	•	•	•	•	•	•	•
Anxiety	•	•	•	•	•	•	•	•	•	•	•	•	•	•
Dating Violence	•	•	•	•	•	•	•	•	•	•	•	•	•	•
Discrimination	•	•	•	•	•	•	•	•	•	•	•	•	•	•
Domestic Violence	•	•	•	•	•	•	•	•	•	•	•	•	•	•
Health Concerns	•	•	•	•	•	•	•	•	•	•	•	•	•	•
Loneliness/Isolation	•	•	•	•	•	•	•	•	•	•	•	•	•	•
Low Self Esteem	•	•	•	•	•	•	•	•	•	•	•	•	•	•
Mediation	•	•	•	•	•	•	•	•	•	•	•	•	•	•
Sexual Assault/Rape	X	•	•	•	X	X	•	X	•	X	X	X	X	X
Sexual Harassment	•	•	•	•	•	•	•	•	•	•	•	•	•	•
Sleep Difficulties	•	•	•	•	•	•	•	•	•	•	•	•	•	•
Stress	•	•	•	•	•	•	•	•	•	•	•	•	•	•
Suicide Ideation/Prevention	•	•	•	•	•	•	•	•	•	•	•	•	•	•
Weight/Nutrition	•	•	•	•	•	•	•	•	•	•	•	•	•	•
FINANCE														
Emergency Need	•	•	•	•	•	•	•	•	•	•	•	•	•	•
Foreclosure	•	•	•	•	•	•	•	•	•	•	•	•	•	•
Mortgages/Loans	•	•	•	•	•	•	•	•	•	•	•	•	•	•
Retirement/Separation	•	•	•	•	•	•	•	•	•	•	•	•	•	•
LEGAL														
Divorce	•	•	•	•	•	•	•	•	•	•	•	•	•	•
Power of Attorney	•	•	•	•	•	•	•	•	•	•	•	•	•	•
Wills	•	•	•	•	•	•	•	•	•	•	•	•	•	•



EMERGENCY SERVICES			HELPING AGENCIES		
SERVICE	PHONE	BLDG	SERVICE	PHONE	BLDG
(EMERGENCY) Security Forces / Fire / Ambulance	911 / (CELL PHONE) 0176-53-1911		Sexual Assault Prevention & Response (SAPRI)	226-9096 / (CELL) 090-4310-1521	980
Suicide Prevention Hotline	94-800-273-TALK (8225)		Mental Health / ADAPT	226-3230 / 226-9899	96
Urgent Care	226-6647	99	Family Advocacy	226-2123	96
Security Forces	226-4415	980	Domestic Violence Hotline	1-800-799-7233	
Taxi	(CELL PHONE) 0176-53-6481		Chaplain	226-5475 / (CELL) 080-9206-8051	980
Base Operator	0176-77-1110		Legal	226-4095	980
Military OneSource	94-800-342-9647		Airman Family Readiness Center	226-4735	656
American Red Cross	226-3016 / 94-877-272-7337		Navy & Marine Corps Relief Society	226-3721	980
Notifying X agencies of a sexual assault will initiate an UNRESTRICTED REPORT					

NAVAL AIR FACILITY MISAWA

THE FOLLOWING ACTIVITIES ARE NOW AUTHORIZED IN THE
TOHOKU REGION ONLY

(LOCATIONS WITHIN THE TOHOKU REGION DESIGNATED IN "RED" ON THE "JAPAN PREFECTURE STATUS" MAP WILL BE OFF LIMITS. THE CURRENT STATUS MAP CAN BE VIEWED AT:

<https://www.google.com/maps/d/edit?mid+1niEn2uoNN8LMFO3p481s0nFFCaG1nuFf&usp=sharing>)



MASSAGE
PARLORS



ONSENS,
PUBLIC BATHS,
OUTDOOR POOLS



TATTOO PARLORS



BEACHES
(TO INCLUDE RECREATIONAL ACTIVITIES)



HOTELS FOR
OVERNIGHT STAYS



SITE-SEEING



ALL CAMPING



RETAIL
SHOPPING



DINE-IN
RESTAURANTS
-EXIT BY 2100
-FACILITIES MUST
BE LESS THAN
50% CAPACITY



INDOOR RECREATION
(MUSEUMS, AQUARIUMS)



ALL GROCERY &
RETAIL SHOPPING
(AVOID FOOD
COURT IN MALLS)



AMUSEMENTS
PARKS

MISAWA TRAVEL & LOCAL POLICIES

ATTENTION

Refer to latest as policies change quickly based on threat.

Local leave and liberty is authorized in the Tohoku Region with the following restrictions.

- Avoid large groups (>50 people)
- Practice Social Distancing
- Practice good hand washing/sanitizing procedures
- Maintain no more than 10 close contacts, to include family members
- Maintain a 14 day contact/travel log
- Stay home when sick and call medical for an evaluation
- Dine-in restaurants are authorized until 2100 daily and limited to 50 percent capacity. Establishments which primarily serve alcohol are off-limits
- The following off-base entertainment activities are off-limits: bars, night clubs, fitness facilities, vape shops, festivals, movie theaters, karaoke and pachinko parlors
- Off-base school attendance, to include daycare, is permitted when proper protective measures are observed by both the family and the school
- Local public transportation is authorized, except the Shinkansen
- Use cloth face coverings
- Practice proper cough/sneeze etiquette
- Do not touch your face
- Regularly wipe down commonly used items
- Do not shake others hands

MANAGING STRESS & BUILDING RESILIENCY

STAY MENTALLY & PHYSICALLY FIT

Maintain a daily routine and keep a list of goals/tasks.

Do at home exercises to relieve stress and elevate your mood.

Play games or complete puzzles.

PRACTICE PROPER SLEEP HYGIENE

Try to keep consistent sleep and wake times to optimize sleep quality and restfulness.

Create a good sleep environment, block out noise and light, and stay off electronics before bed time.

STAY CONNECTED

Use “distant socializing” – engaging with friends, family, and peers despite physical distancing precautions. Use communication resources such as phone calls, texting, or instant messengers.

BE MINDFUL OF WHAT YOU INGEST

Both physically (food, nutrients, etc.) and mentally (news, rumors, attitudes, negative thoughts, etc.)

Date

MEMORANDUM FOR GENERAL MANAGER, MISAWA EXCHANGE/COMMISSARY

From: _____
(ROM/Quarantined/Isolated Member)

To: GENERAL MANAGER, MISAWA EXCHANGE/COMMISSARY

Subj: AUTHORIZATION TO MAKE EXCHANGE/COMMISSARY PURCHASES

1. I am a SOFA-status member with exchange/commissary privileges and have been ordered into ROM/quarantine/isolation by the Naval Air Facility Misawa Commanding Officer from _____ until _____. During this time period, I will need someone to make necessary grocery and other general purchases on my behalf.

2. I authorize _____, as my Agent to make exchange/commissary purchases for me. This individual is a SOFA-status member who also has exchange/commissary privileges as will be proven by presentation of his/her own military identification card at the time of purchase. Additionally, I authorize my Agent to use my credit/debit card. The name on the credit card will match my name (as written on this form).

3. I have attached a shopping support list to this letter. This list need not be verified by exchange/commissary personnel, but is meant to protect myself and my Agent.

ROM/Quarantined/Isolated Personnel's Signature

Attachment:
Shopping Support List

Date

I accept the responsibility to act as Agent as described above. I understand I must purchase only the items contained on the attached shopping support list and that these purchases must be made at the exchange or commissary. I also understand that I must present my own military issued identification card at the time of purchase.

Agent

Shopping Support List

Shopping list to be used in conjunction with completed Memorandum-
Authorization to Make Exchange/Commissary Purchases

FRUIT/ VEGETABLES:	MEAT/ POULTRY:	OTHER:
FROZEN:	GRAINS:	
SNACKS:	CANNED GOODS:	
		TOILETRIES:
CONDIMENTS/ SAUCES:	BEVERAGES:	

NAME: _____

ROM/QUARANTINED PERSONNEL

NAME: _____

AUTHORIZED PURCHASER

SIGNATURE & DATE

SIGNATURE & DATE

MEAL OPTIONS

Certain food establishments will take orders over the phone with sponsor pickup. Some AAFES establishments can also deliver (card payment only, no interaction with driver).

**If in Isolation in a Tower, please include remarks in the order to have the order dropped off and inform the Tower representative.

AAFES Online Food Delivery:

<http://aafesprem.imenu360.com/mainland-japan.html>

The below listed are Non-Delivery (Sponsor Pick-up):

Dunkin' Donuts: Mon-Fri 0700-1900 / Sat 0800-1900

Taco Bell: Mon-Sat 1030-1900 / Sun 1030-1800

Phone: 0176-77-8255, ext 7448 or 1-469-375-7448

Charleys Philly Steaks: Mon-Fri 0900-1900 / Sat 1030-1900 / Sun 1030-1800

Phone: 0176-77-8255, ext 7448 or 1-469-375-7448

Lakeview Grill (Golf Course): Mon-Sun 1030-1400 (meals must be picked up by 1400)

Phone: DSN: 957-1564, Cellphone: 0176-77-8255 then 1-281-657-1555



WE'LL SHOP FOR YOU!

AS A QUARANTINED ACTIVE DUTY SERVICE MEMBER, YOU ARE ELIGIBLE FOR THE EXCLUSIVE EXCHANGE PERSONAL SHOPPER PROGRAM.

Email us:

xxPACMisawaExchange@aafes.com

Follow the below to have the items you need most deliver to you!

1. Email: xxPACMisawaExchange@aafes.com
2. List the items you would like to purchase.
3. Provide your contact information: Name, Building#, Room#, Phone#
4. An Exchange associate will deliver to a designated non-quarantined service member who will coordinate delivery to you.

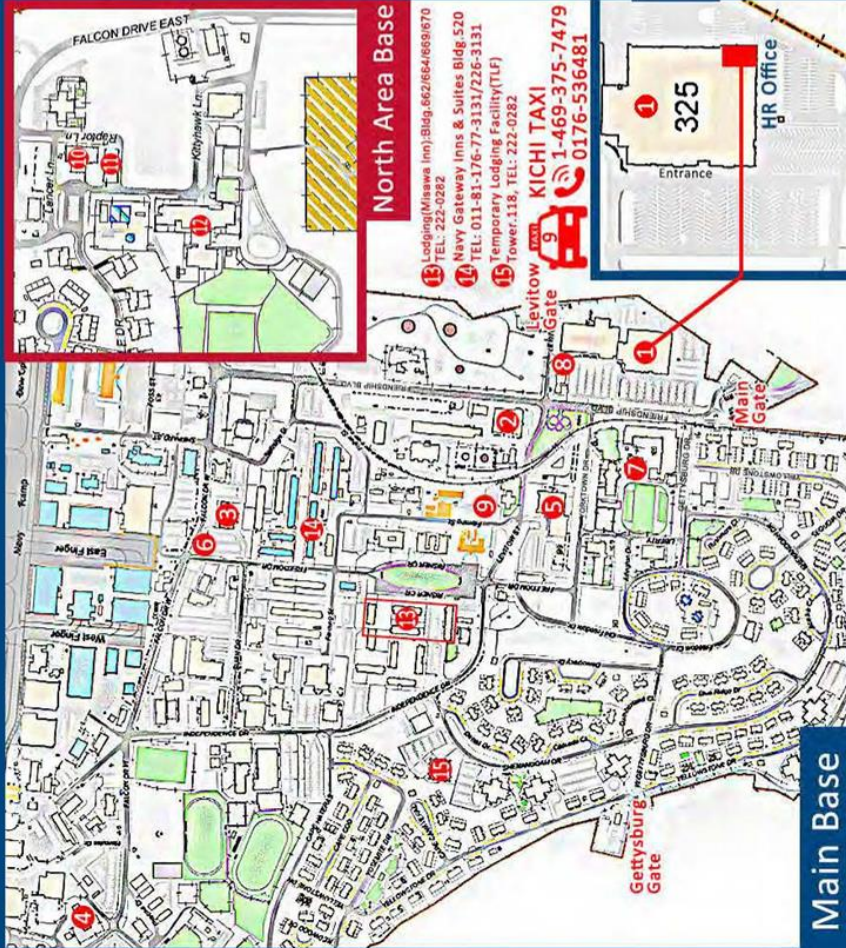


EXCHANGE

Visit & Like Our Misawa Exchange Facebook Page! For More Great Deals! www.facebook.com/MisawaExchange



ARMY & AIR FORCE EXCHANGE SERVICE Misawa



The Veterans online shopping benefit allows honorably discharged Veterans to shop all online exchanges. To verify your eligibility to shop your military exchanges online, go to shopmyexchange.com/Veterans

EXCHANGE



Welcome to Misawa AB!

Misawa Air Base, is located 400 miles north of Tokyo, Japan, at the "Tip of the Spear". It is the home of the 35th Fighter Wing, and the base is made up of Air Force, Navy, Army, and Marine personnel; and we share the base with the Japan Air Self Defense Force (JASDF). Misawa Air Base is the only joint service installation in the Western Pacific.

Your Misawa Exchange operates on funds generated through sales of merchandise and services, not on tax dollars. In 2018, over \$4,000,000 went directly back to our customers through the installations Morale and Welfare (MWR) Facilities at Misawa AB. Please take the time to go through our brochure so you can see the offerings that your Misawa Exchange have available to you. We are excited about being here in Misawa and hope you are too. Please feel free to share your experiences with me, as well.

"YOU are why we are here!" Thank you for shopping at your Misawa AB Exchange facilities.

Exchange General Manager
Kristine Cowley/CowleyK@aafes.com

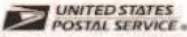
Misawa Main Base **1** Food Court Bldg. 325 **1** Services Bldg. 325

<p>1 Main Store Bldg. 325 1-469-375-7412 Mon - Fri 1000-2000 Sat 0900-2000, Sun 0900-1800 Personal Shopper 0530-0730/2100-2300 (Phone: 090-330-0677) Curbside Pick-Up 0900-1700 (Phone: 090-6008-0312) 2 Furniture Mart/Military Clothing Bldg. 429 1-469-375-7455 (Furniture Mart) 1-469-375-7470/226-2128 (Military Clothing) Tue-Sat 1000-1800 Sun 1000-1700</p> <p>3 Main Base Express Bldg. 525 1-469-375-7433 Mon-Sun 0600-2400</p> <p>4 Main Base Gas Station Bldg. 965 1-469-375-7428 Mon-Fri 0800-1700 Sat-Sun 0900-1700</p> <p>5 Hospital Mainstreet X-presso Bldg. 99 1-469-375-7439 Mon-Fri 0700-1130 Sat-Sun Closed</p> <p>6 Burger King Bldg. 526 1-469-375-7446 Mon-Sat 0600-2000 Sun 0900-2000</p> <p>3 Popeyes Bldg. 525 1-469-375-7447 Mon-Sun 1000-2100 Delivery Friday-Sunday 1600-2000 Food Court AMC Terminal Monday/Tuesday: Pending Flights Mobile Food Truck Mon-Fri</p>	<p>1 Dunkin' Donuts/ Baskin-Robbins Mon-Fri 0700-1800 Sat 0800-1800 Sun 0900-1700</p> <p>Pizza Hut 1-469-375-7440 Mon-Sat 1100-2000 Sun 1100-1800 Delivery: 1330-2000 0176-77-8255 ext. 65000 or 77440</p> <p>Charleys 1-469-375-7403 Mon-Fri 0900-2000 Sat 1030-1930 Sun 1030-1800</p> <p>Taco Bell 1-469-375-7403 Mon-Sat 1030-1900 Sun 1030-1800</p> <p>Charleys 1-469-375-7403 Mon-Fri 0900-2000 Sat 1030-1930 Sun 1030-1800</p> <p>Dunkin' Donuts/ Baskin-Robbins Mon-Fri 0700-1800 Sat 0800-1800 Sun 0900-1700</p> <p>Pizza Hut 1-469-375-7440 Mon-Sat 1100-2000 Sun 1100-1800 Delivery: 1330-2000 0176-77-8255 ext. 65000 or 77440</p>	<p>1 Barber Shop 1-469-375-7474 Mon-Sat 1000-1800 Sun 1200-1700</p> <p>Stylique Salon 1-469-375-7484 080-6002-5780 Mon-Sat 1000-1800 Sun 1200-1700</p> <p>Petals&Blooms 1-469-375-7483 036-868-2287 Mon-Sat 1000-1800 Sun 1200-1700</p> <p>Optical Center 1-469-375-7488 Mon-Sat 1000-1800 Sun 1200-1700</p> <p>Japanese Giftware 1-469-375-7478 Mon-Sat 1000-1800 Sun 1200-1700</p> <p>Pack & Wrap and Housekeeping 1-469-375-7486 036-868-2383 Mon-Sat 1000-1800 Sun 1200-1700</p> <p>Allied Telesis(CATV) 1-415-692-8300 Mon-Sat 1000-1800 Sun Closed au by KDDI(Cellular) 1-469-375-7485 Mon-Sat 1000-1800 Sun 1200-1700</p> <p>Military Autoservice 1-469-375-7476 Times Car Rental 1-469-375-7472 080-2842-5434 Mon-Sat 1000-1800 Sun 1200-1700</p>	<p>8 The Spa Bldg. 326 1-469-375-7499 080-6053-0441 Mon-Sat 1000-1800 Sun 1200-1700 Closed: Every 2nd & 4th Wednesday</p> <p>3 The Cleaners/The Alterations Bldg. 525 (Main Express) 1-469-375-7469/1-469-375-7481 Mon-Sat 1000-1800 Sun 1200-1700</p> <p>2 The Alterations Bldg. 429 (Furniture Mart/MCSS) 1-469-375-7482 Tue-Sat 1000-1800 Mon Closed</p> <p>9 KICHI Taxi/DAIKO Service Bldg. 14 1-469-375-7479 0176-53-8481 Mon-Sun 24hr</p> <p>1 Concession Office Bldg. 325 Nagisa Ohta (Service Manager) 1-469-375-7411/1-469-375-7409 ohtan@aaafes.com Mon-Fri 0730-1630 Sat-Sun Closed</p>
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Misawa North Area Base

<p>10 Anthony's Pizza Bldg. 1952 1-469-375-7448 Sun-Thu 1030-1800, Fri-Sat 1130-1900 Delivery: 1100-1800 (Mon-Thu&Sun) 1200-1900 (Fri-Sat)</p> <p>10 Barber Shop Bldg. 1952 1-469-375-7473 Sun-Thu Closed Fri-Sat 1130-1800 Holiday Closed</p> <p>11 Gas & Diesel (Filling Station) Bldg. 1946 Daily 24 hour Self Serve</p>	<p>10 Anthony's Pizza Bldg. 1952 1-469-375-7448 Sun-Thu 1030-1800, Fri-Sat 1130-1900 Delivery: 1100-1800 (Mon-Thu&Sun) 1200-1900 (Fri-Sat)</p> <p>10 Barber Shop Bldg. 1952 1-469-375-7473 Sun-Thu Closed Fri-Sat 1130-1800 Holiday Closed</p> <p>11 Gas & Diesel (Filling Station) Bldg. 1946 Daily 24 hour Self Serve</p>
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HOW TO DESIGNATE A PERSON TO PICK UP MAIL



Standing Delivery Order

Name and Address of Individual or Firm (Include apartment or suite number)
Doe, Jane D. 51 FSS, PSC 3 Box 61 APO AP 96266 1

Signature and title of person authorized to sign this Standing Delivery Order
Jane D. Doe 2

Date Submitted **1 April 2019** 3

Telephone Number **784 1014** 4

As the above-named individual or firm, I authorize the agent(s) named below to receive all mail addressed to or in care of the above-named individual or firm, including these services: Adult Signature Required, Certified, Insured, C.O.D., Priority Mail Express®, Signature Confirmation™, and unrestricted Registered Mail™. I understand that this Standing Delivery Order will remain in effect until I cancel it in writing. I assume all responsibility for loss, rifting, or damage of the mail after it is delivered to the agent(s) authorized on this form.

*USPS will revoke all orders submitted before this date. NOTE: Authorized Agents are required to provide a valid government- or employee-issued photo identification (ID) verifying their identity before we release the mail.

CUSTOMER INSTRUCTIONS			USPS INSTRUCTIONS			
<small>Fill out all non-shaded areas as follows:</small> 1. Add printed name(s) of Authorized Agents. 2. Put a check mark in column that corresponds to the type(s) of Restricted mail (Restricted Delivery, Adult Signature Restricted Delivery) your agent is authorized to pick up. 3. Get agent(s) signature (if available) before you submit this form.			1. At first pick-up, request signature (if missing) and a form of valid government- or employee-issued photo identification (ID). 2. Visually inspect the ID, check the box (if valid), and write in your initials and date. 3. Release the mail to the agent.			
AUTHORIZED AGENT(S) —		RESTRICTED MAIL (✓) INCLUSION	USPS VERIFICATION			
Agent Name (Printed)	Restricted Delivery Yes (✓)	Adult Signature Restricted Delivery Yes (✓)	Agent Signature (Request signature — if missing)	ID Verified Yes (✓)	USPS Initials	Date
Jimmy Smith 5	<input type="checkbox"/>	<input type="checkbox"/>	<i>Jimmie Smith</i> 6	<input type="checkbox"/>		
			Expiration: 7			
APO Verifying Official 8				<input type="checkbox"/>	APDS	
Roger P. Dove, SRA <i>Roger P. Dove</i>						

PS Form 3801, September 2015 PSN 7536-02-000-9048

The PS 3801 is required to designate a person to pick up mail on behalf of another member.

Initial Action:

PS 3801 must either be emailed or delivered to quarantined/isolated (Q/I) member to initiate designation.

1. Name, unit, and address of quarantined/isolated member making designation.
2. Quarantined/isolated member signs
3. Date of request
4. Quarantined/isolated member's telephone number
5. Agent (person authorized to pick up mail) name is printed

*In an effort to reduce contact, a virtual process has been created.

→ Member must email signed form to 35FSS.FSVP.MisawaPostOffice@us.af.mil. This can be via scan or photo. The member can also email/text scan or photo to their designee, provided their designee has a printer.

→ Designee will visit the Post Office Customer Service section to finish the process. If member emailed the form to the Post Office, it will be printed and waiting for the designee. Otherwise, the designee must bring the signed-by-the-Q/I-member form to the Post Office **they printed themselves. AGENT MUST NOT SIGN UNTIL GETTING TO THE POST OFFICE CUSTOMER SERVICE WINDOW.**

6. Agent signs in the presence of Post Office verifying official. ID card must be verified at the time of signing.
7. Expiration date of request.
8. Printed name, rank and signature of Post Office verifying official. Completed by Postal Staff.
9. All Purpose Date Stamp (APDS) completed by Postal Staff.

→ Designee must maintain completed PS 3801 and present to pick-up window attendant each time they pick up a package for the member.

Post Office Customer Service DSN: 226-3492



Standing Delivery Order

Name and Address of Individual or Firm (include apartment or suite number) _____ Date Submitted* _____

Signature and title of person authorized to sign this Standing Delivery Order _____ Telephone Number _____

As the above-named individual or firm, I authorize the agent(s) named below to receive all mail addressed to or in care of the above-named individual or firm, including these services: Adult Signature Required, Certified, Insured, C.O.D., Priority Mail Express®, Signature Confirmation™, and unrestricted Registered Mail™. I understand that this Standing Delivery Order will remain in effect until I cancel it in writing. I assume all responsibility for loss, rifling, or damage of the mail after it is delivered to the agent(s) authorized on this form.

***USPS will revoke all orders submitted before this date. NOTE: Authorized Agents are required to provide a valid government- or employee-issued photo identification (ID) verifying their identity before we release the mail.**

CUSTOMER INSTRUCTIONS	USPS INSTRUCTIONS
<p>Fill out all non-shaded areas as follows:</p> <ol style="list-style-type: none"> Add printed name(s) of Authorized Agents. Put a check mark in column that corresponds to the type(s) of Restricted mail (Restricted Delivery, Adult Signature Restricted Delivery) your agent is authorized to pick up. Get agent(s) signature (if available) before you submit this form. 	<ol style="list-style-type: none"> At first pick-up: request signature (if missing) and a form of valid government- or employee-issued photo identification (ID). Visually inspect the ID, check the box (if valid), and write in your initials and date. Release the mail to the agent.

AUTHORIZED AGENT(S) — RESTRICTED MAIL (✓) INCLUSION		USPS VERIFICATION				
Agent Name (Printed)	Restricted Delivery Yes (✓)	Adult Signature Restricted Delivery Yes (✓)	Agent Signature (Request signature — If missing)	ID Verified Yes (✓)	USPS Initials	Date



DEPARTMENT OF THE ARMY
PUBLIC HEALTH ACTIVITY-JAPAN
UNIT 45005, APO AP 96343-5005

MCHB-RP-J

17 July 2020

MEMORANDUM FOR Public Health Activity-Japan (PHA-J) All Personnel, United States Forces Japan (USFJ) / J43, Yokota Air Base, APO AP 96328

SUBJECT: COVID-19 Human Restriction of Movement (ROM) of Status of Forces Agreement (SOFA) Members Traveling Into Japan with Pet(s)

1. BACKGROUND: The present global pandemic due to COVID-19 has resulted in a number of changes in the movement of United States Armed Forces personnel, DoD Civilians, and dependents around the world. These changes have sought to decrease or break the chain of transmission of COVID-19 and protect the readiness of the operational forces.

a. Because privately owned animals (e.g. pets, service animals, and emotional support animals) have become a regular component of Permanent Change of Station moves, they have secondarily been affected as SOFA members have had travel plans changed or altered.

b. Within Japan, arriving SOFA members traveling from a banned country or area including the United States are subject to ROM IAW COMUSFJ Public Health Order (25 MAR 20) as directed by medical personnel and Installation Commanders. ROM is a 14-day period with an emphasis on COVID-19 mitigation measures, and it applies to Armed Forces and civilian components alike. As a point of emphasis, **this is distinct from quarantine of animals entering Japan under the Rabies Prevention Law as stipulated by the Government of Japan (GoJ).**

(1) The objective of the Rabies Prevention Law is to prevent the introduction of rabies and to maintain the public health and public welfare status of the country of Japan. The GoJ Minister of Agriculture, Forestry and Fisheries has mandated quarantine of pets under Paragraph 2 of Article 7 of the Rabies Prevention Law Quarantine procedures which are carried out IAW the Regulations for Import and Export Quarantine of Dogs and other designated animals (Ordinance of the Ministry of Agriculture, Forestry and Fisheries).

c. The current ROM period impacts travelers arriving to Japan via commercial flights as the entire 14-day ROM period must be completed before continuing on a domestic flight to the final destination and / or at the final destination. At present, travelers are being diverted to USFJ installations to complete this ROM period.

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SUBJECT: COVID-19 Human Restriction of Movement (ROM) of Status of Forces Agreement (SOFA) Members Traveling Into Japan with Pet(s)

2. RECOMMENDATIONS AND REQUIREMENTS FOR TRAVELERS AND PETS: The following measures are highly recommended or required when ROM coincides with animal quarantine. Adherence of these measures should be **facilitated by the gaining unit of the SOFA Member traveling into Japan with pet(s):**

a. Travelers arriving to Japan at commercial airports (e.g. Narita, Haneda, Chubu, Fukuoka, or Naha Airports) must report to the airport's Animal Quarantine Service (AQS) counter upon arrival to initiate the quarantine process of their pets. This process includes a pet import quarantine inspection and issuance of the MDJ Form 270 (assignment of animal quarantine period).

b. Travelers arriving to Japan on the AMC Patriot Express must have their pets inspected by US Forces veterinary service officials at the AMC terminal to initiate the quarantine process of their pets.

c. Travelers and pet(s) will then conduct movement via Government Owned Vehicles, and ROM will be conducted at the designated USFJ installation close to the port of disembarkation into Japan. **SOFA members will travel directly from the airport to the USFJ installation(s) with their pet(s) as they are restricted to allow their pet(s) to enter the general population of Japan while under AQS quarantine status.**

d. Keeping animals with the family or unit is strongly advised for the period of time during ROM. Arrangements for pet-friendly temporary lodging can be made through gaining units. Alternatively, FSS / MWR animal kennels may be utilized, if available. However, **at no point will SOFA members take animals off of the USFJ installation during the ROM period and animal quarantine period. Pets are restricted from leaving installation before completing the up to 180-day quarantine requirement (assigned by AQS) and final quarantine exam approved by the Official Veterinarian at the nearest VTF.**

(1) Pet owners undergoing ROM must notify (phone call or email) the nearest respective VTF within **72 hours** of arrival to Japan for further guidance and a health and quarantine screening of pet(s) over the phone. Emergency animal care services will be provided by the VTF during this time.

(a) The contact numbers for the PHA-J VTFs are as follows:

Camp Zama	DSN: 263-3875 / COMM: 046-407-3875
Iwakuni MCAS	DSN: 253-6714 / COMM: 0827-79-6714
Kadena AB (All Okinawa)	DSN: 966-7593 / COMM: 036-868-2263
Misawa AB	DSN: 226-4502 / COMM: 0176-77-4502
Sasebo NB	DSN: 252-3585 / COMM: 0956-50-3585
Yokota AB	DSN: 225-4363 / COMM: 042-552-2510-54363
Yokosuka NB	DSN: 243-6820 / COMM: 046-816-6820

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(2) If more than one ROM period is required during the travel journey for SOFA Members with pets, they must notify (phone call or email) the nearest respective VTF within **72 hours** of the start of **each ROM period and for ROM at the final destination in Japan**.

(3) During the time pet owners are conducting ROM, they should **not** physically report to the VTF.

(4) Pet owners can either physically bring pet(s) to the VTF or schedule a virtual health appointment in advance for the initial quarantine examination within 72 hours of **completion** of the 14-day ROM period at the final destination.

(5) If the pet owner requires further transit after the completion of the 14-day ROM period, they must visit the nearest respective VTF to have a health certificate re-examination conducted for their pet(s) to be certified for continued air travels to final destination (e.g. Okinawa, Iwakuni, Sasebo).

3. Animals shipped as unaccompanied air cargo to Japan may be subject to animal quarantine release without additional stipulations, if presented to the VTF by another SOFA member not subject to ROM.

4. Military working animals entering Japan will seek guidance from their Service Component and nearest VTF.

5. The POC for this memorandum is CPT James Gaffney at DSN (315) 225-2143 and james.e.gaffney11.mil@mail.mil or CPT Kimberly Santos at DSN (315) 263-3504 and kimberly.m.santos2.mil@mail.mil.



MATTHEW A. LEVINE
LTC, VC
Commanding