

MISAWA AIR BASE JAPAN



“ATTACK TO DEFEND!”



NEWCOMER'S GUIDE COVID-19 EDITION v2 (29 Jul 2020)

A REFERENCE GUIDE FOR ARRIVING TO MISAWA AIR BASE,
AND UNDERSTANDING RESTRICTION OF MOVEMENT
(ROM)

WELCOME TO MISAWA!

On behalf of the 35th Fighter Wing leadership team, it is our 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 safety and security across the Pacific.

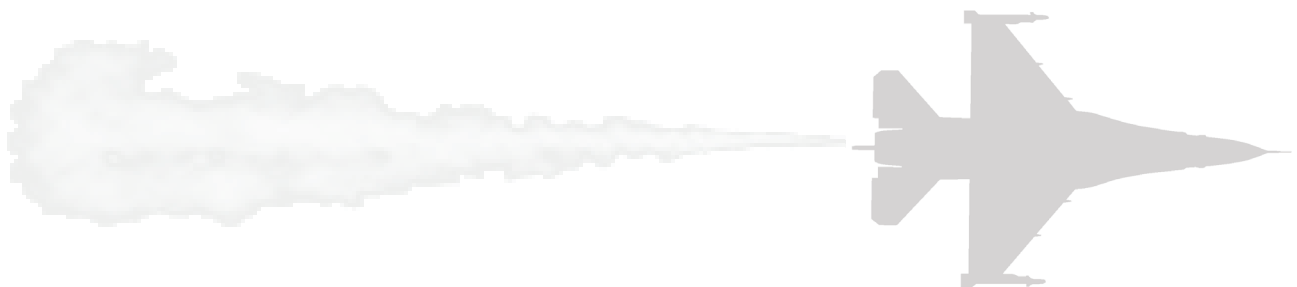
You are arriving at an uncertain time as the world faces the threat of COVID-19, but rest assured, you are in good hands. Our team has processes in place to ensure your arrival and Restriction of Movement are as seamless as possible.

This guide will answer many of your questions regarding Misawa's COVID-19 procedures. For all other questions regarding COVID-19, we encourage you to reach out to your sponsor, chain of command, or visit Misawa Air Base 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.

Welcome to The Team!

Col Jesse J. Friedel
35th Fighter Wing Commander



COVID-19 EDITION NEWCOMER'S GUIDE

WHAT'S INSIDE?

RESTRICTION OF MOVEMENT DEFINED.....	1
PRIOR TO PCS.....	2
ARRIVING IN JAPAN.....	3
IN-PROCESSING & SUSTAINMENT.....	7
FROM TOWER AMENITIES & PACKING LIST.....	11
MISAWA TRAVEL & LOCAL POLICIES.....	12
MANAGING STRESS & BUILDING RESILIENCY.....	14
DESIGNATED AGENT PURCHASE FORMS.....	16
DESIGNATED MAIL PROCEDURES.....	18

Currently, the Government of Japan requires anyone who has traveled outside the country to undergo at least a 14-day "Restriction of Movement".

EXPERIENCING SYMPTOMS?

For emergency services: Dial 911 (base phone)
or +81-0176-77-0911 (cellphone) to receive **URGENT** care for any
symptoms associated with COVID-19.

QUESTIONS?

For medical concerns, contact the **Misawa COVID Hotline**
at DSN: 315-226-5575/6555 COMM: +81-0176-77-5575

Email: usaf.misawa.35-mdg.mbx.covid-hotline@mail.mil

Contact the **35th Fighter Wing Command Post** at DSN
315-226-9899 / COMM +81-0176-77-9899

RESTRICTION OF MOVEMENT

ADMIN ROM - *Low risk*. The majority of new members arriving will be placed in Admin ROM for at least 14 days and can complete the ROM in their homes, dorms, or Tower 1936. Members are allowed to take fresh air breaks, smoke-breaks, and let pets out to relieve themselves. Members must maintain six feet of separation from others and wear masks when outside of their ROM residence. They can use laundry facilities in suites or dorms so long as any shared surfaces are appropriately sanitized afterwards and social distance (six feet of separation between individuals) is maintained. Units will administer the most current notice of Admin ROM order as well as bring 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.) then submit the Return to Work memo to the unit's First Sergeant. **Members will be released from ROM by their First Sergeant.**

QUARANTINE - *Medium risk*. Members are placed on Quarantine due to recent physical contact with a positive COVID case (to include sharing the Patriot Express with Osan inbounds who test positive on their arrival) or may have been exposed to a lab-confirmed COVID-19 case. Members will be in Quarantine status, which may exceed 14 days, and can complete this in Military Family Housing or Tower 1936. Those in the dorms will be notified and relocated (via medical transport) to Tower 1936 to complete Quarantine. Additionally, members must have negative test results prior to being released by medical staff. **Members on Quarantine status are not allowed to leave their home or quarters** (exceptions are case-by-case and are required to be up-channeled through your supervision--i.e., you have pets and need to take them outside to relieve themselves). Units will administer the most current notice of Quarantine order and be responsible for bringing meals and supplies. Between day 12 and 14 medical will provide exit testing. Medical will contact the member to provide test results and an exit screening (via phone call, email, etc.,) then submit the Return to Work memo to the unit's First Sergeant. **Members will be released from Quarantine by their First Sergeant.**

ISOLATION - *High risk*. Members are placed in Isolation when they develop symptoms and/or have tested positive for COVID-19. Members will be relocated via medical transport to isolation government quarters (Tower 1935) and not have physical contact with other personnel (with the exception of medical staff). Units will administer the most current Notice of Isolation order 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. Once cleared by medical, Return to Work memo's are sent to the unit's First Sergeant. **Members will be released from Isolation by their First Sergeant.**

PRIOR TO PCS

ATTENTION

Coordinate with your gaining unit/supervision prior to your departure to confirm your arrival

- Leadership from the gaining unit will reach out to the losing unit's commander at least 30 days in advance (if possible).
- Unit sponsor will contact the inbound member, explain the arrival process/ROM, and ensure constant communication with inbound member.
- Losing base (or inbound member) will forward flight itinerary to gaining unit sponsor for ROM coordination.
- Sponsor will provide inbounds the most current Crisis Action Team Directives (CATDs) prior to the member's arrival at Misawa.
- Inbound members will provide all requested data, stay in regular contact with their sponsor, and abide by current guidance.

Information required from inbound member includes (30 days in advanced):

Name & Rank

DOD ID #

Status (Active Duty, Dependent, Civ, etc.,)

Gaining Unit

Phone Number

Personal & Official Email Addresses

Facebook, WhatsApp, means of communication, etc.

Detailed Travel Itineraries (Flight Numbers, Times, etc.)

Date and Estimated Time of Arrival

Accompanied (How many dependents? & their information)

Pets (How many? What type?)

LANDING AT MISAWA AB

ATTENTION

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



**MISAWA AMC
TERMINAL**



Medical
Screening

Baggage Claim, pet
pickup*, and receive
welcome instructions.



Drop off brown
PCS envelope in
drop box



Take LRS Bus to
ROM Location



14-day
Admin ROM



Tested between
day 10-14 of ROM



- Public Health
screening &
results (email,
phone, etc.,).

- Return to work
memo sent to
First Sergeant.

*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 the **Misawa COVID Hotline** at

DSN: 315-226-5575/6555 COMM: +81-0176-77-5575
Email: usaf.misawa.35-mdg.mbx.covid-hotline@mail.mil

**-Released from
ROM by First
Sergeant**



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.

MCHB-RP-J

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

MCHB-RP-J

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

(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

IN-PROCESSING & SUSTAINMENT

Meals: If in the dorms, designated members (usually unit sponsor) are assigned to pick up meals from the DFAC and will need the member's DODID. All others will need to coordinate through their unit sponsor. Members in ROM or Quarantine are allowed AAFES delivery (pay by credit/debit card only) with no interaction between the member and delivery driver. Sponsors can also pick up telephone orders (next page).

Shopping: Members can authorize a purchase agent (pg 17-18) for designated personnel to make purchases from the commissary or exchange on their behalf

In-Processing: Sponsors will schedule in-processing appointments (SOFA Driver's test, Finance, Right-Start Orientation brief, etc.,). All in-processing appointments will be completed once cleared out of ROM. Sponsors should contact their CSS if they have any questions.

Recreation: Members on Admin ROM only are authorized to leave their quarters for short walks, nicotine usage, or to let pets relieve themselves. Members will wear PPE prior to exiting their room and maintain a minimum safe distance of 6 ft of separation from all other individuals.

Room Issues: Residents in dorms should report room issues to Dorm Management 226-4000. Those in housing should contact the housing maintenance office, 226-4663. Issues with the Towers 1935/1936, Monday - Friday (0800-1600) need to be reported to the Contingency Lodging Rep @ 226-2727. If unreachable contact the FSS UCC @ 226-3731.

For after-hours emergency service, please contact CE Customer Service Standby at 226-9675. Emergency after hour service is available as needed, to include issues with oven, range, and refrigerator. Washers/Dryers are not considered emergency and members will need to use the ones available on the first floor. If in Quarantine or Isolation, please contact your supervision or UCC, to obtain Public Health authorization to break your movement order. Depending on the situation, room occupants may be re-located however, they may have to endure minor hardships for the duration of their stay if relocation is unavailable.

Pets: The Contingency Lodging Rep will place members with pets into pet-friendly quarters. Please contact 35 FSS UCC (35fss.ucc@us.af.mil) DSN 315-226-3731 to reserve a pet room prior to arrival. If placed in Quarantine/Isolation status and you have pets, please up-channel to your situation. Members may be granted exceptions to the order for the purpose of relieving pets.

Mail: Individuals in ROM, Quarantine, or Isolation may receive mail during their stay by following delivery procedures for "distributing mail to residents" (pg 19-20).

Wi-Fi: Free Wi-Fi is already set up in Towers 1936 and 1935. Otherwise, Sponsors can set up internet for you prior to your arrival if you plan to live on base (dorm or military family housing).

MEAL/SHOPPING OPTIONS

Certain food establishments will take orders over the phone with sponsors pickup while other certain AAFES establishments can also deliver (card payment only, no interactions with driver).

****If in Isolation in Tower 1935, please include remarks in the order to have the order dropped off and inform the Tower Representative.**

New Arrivals can order items from AAFES via Shopmyexchange.com and have the sponsor pick up (preferred) or delivered by AAFES staff (ROM Only / used only if Sponsor cannot pick-up/drop-off)

Members select "pick up in store option"

- In the "Remarks" section, state you are in ROM and explain if either your sponsor will pick up for you or if you want the item delivered.

- Additionally, new arrivals can email xxPACMisawaExchangexx@aafes.com for shopping coordination. However, Shopmyexchange.com is an easier platform to see what's in stock at the Misawa AAFES.

Non-Delivery (Sponsor pick-up)

Dunkin' Donuts

Operating Hours: Mon-Fri 0700-1900 / Sat 0800-1900

Taco Bell

Operating Hours: Mon-Sat 1030-1900 / Sun 1030-1800

Phone: 1-469-375-7403

Charley's Subs

Operating Hours: Mon-Fri 0900-1900 / Sat 1030-1900 / Sun 1030-1800

Phone: 1-469-375-7403

Lakeview Grill Golf Course

Hours: Everyday 1030-1400 (meals must be picked up 1400)

Phone: DSN 957-1564 or cell dial 0176-77-8255 then 1-281-657-1564

Mokuteki Cafe

Hours: Mon-Thur 0600-2200, Fri-Sat 0600-0200, Sun 0700-2200

Phone: DSN 957-1555 or cell dial 0176-77-8255 then 1-281-657-1555

AAFES Online Delivery:

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

Subway, Pizza Hut, Anthony's Pizza, Popeyes (hours on following page)

EXCHANGE PERSONAL Shopper

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.



ARMY & AIR FORCE
EXCHANGE SERVICE
Misawa

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



North Area Base

- 13 Lodging(Misawa Inn):Bldg.662/664/669/670
TEL: 222-0282
- 14 Navy Gateway Inns & Suites Bldg.520
TEL: 011-81-176-77-3131/226-3131
- 15 Temporary Lodging Facility(TLF)
Tower.118, TEL: 222-0282

Levitow TAXI KICHI TAXI
9 1-469-375-7479
0176-536481

Main Base

1 HR Office

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 \$400,000 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



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

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

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:080-930-0627)
Curbside Pick-Up 0900-1700(Phone:080-6008-0312)

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



③ Main Base Express
Bldg. 525

1-469-375-7433
Mon-Sun 0600-2400



④ Main Base Gas Station
Bldg. 965

1-469-375-7428
Mon-Fri 0800-1700
Sat-Sun 0900-1700



⑤ Hospital Mainstreet X-presso
Bldg. 99

1-469-375-7439
Mon-Fri 0700-1130
Sat-Sun Closed



⑥ Burger King

Bldg. 526
1-469-375-7446
Mon-Sat 0600-2000
Sun 0900-2000



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



1-469-375-7403
Mon-Sat 0900-2000
Sun 0900-1800

Subway
1-469-375-7441

Mon-Fri 0900-2000
Sat 1030-2000
Sun 1030-1800

Delivery:
Mon-Sat 1600-1930
Sun 1100-1730



Taco Bell
1-469-375-7403
Mon-Sat 1030-1900
Sun 1030-1800



Charleys
1-469-375-7403
Mon-Fri 0900-2000
Sat 1030-1930
Sun 1030-1800



Dunkin' Donuts/
Baskin-Robbins
Mon-Fri 0700-1800
Sat 0800-1800
Sun 0900-1700



Pizza Hut
1-469-375-7440
Mon-Sat 1100-2000
Sun 1100-1800
Delivery: 1330-2000
0176-77-8255
ext.65000 or 77440



① Services Bldg. 325



Barber Shop
1-469-375-7474
Mon-Sat 1000-1800
Sun 1200-1700



Stylique Salon
1-469-375-7484
080-6002-5780
Mon-Sat 1000-1800
Sun 1200-1700



Petals&Blooms
1-469-375-7483
036-868-2287
Mon-Sat 1000-1800
Sun 1200-1700



Optical Center
1-469-375-7488
Mon-Sat 1000-1800
Sun 1200-1700



Japanese Giftware
1-469-375-7478
Mon-Sat 1000-1800
Sun 1200-1700



Pack & Wrap and
Housekeeping
1-469-375-7486
036-868-2383
Mon-Sat 1000-1800
Sun 1200-1700



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



Military Autosource
1-469-375-7476
Times Car Rental
1-469-375-7472
080-2842-5434
Mon-Sat 1000-1800
Sun 1200-1700

Services Outside of the Main Exchange

⑧ The Spa
Bldg. 326
1-469-375-7499
080-6053-0441
Mon-Sat 1000-1800
Sun 1200-1700
Closed: Every 2nd & 4th Wednesday



③ The Cleaners/The Alterations
Bldg. 525 (Main Express)
1-469-375-7469/1-469-375-7481
Mon-Sat 1000-1800
Sun 1200-1700



② The Alterations
Bldg. 429 (Furniture Mart/MCSS)
1-469-375-7482
Tue-Sat 1000-1800
Sun 1200-1700
Mon Closed



⑨ KICHI Taxi/DAIKO Service
Bldg. 14
1-469-375-7479
0176-53-6481
Mon-Sun 24hr



① Concession Office
Bldg. 325
Nagisa Ohta (Service Manager)
1-469-375-7411/1-469-375-7409
ohtan@aafes.com
Mon-Fri 0730-1630
Sat-Sun Closed



Misawa North Area Base

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)



⑩ Barber Shop
Bldg. 1952
1-469-375-7473
Sun-Thu Closed
Fri-Sat 1130-1800
Holiday Closed



⑪ Gas & Diesel (Filling Station)
Bldg. 1946
Daily 24 hour Self Serve



ROM TOWER AMENITIES & PACKING LIST

ATTENTION

Coordinate with your unit/supervision prior to your departure to confirm your arrival

Required

Toothbrush
Toothpaste
Shampoo
Conditioner
Body Wash
Deodorant
Towel
Blanket
Sheets
Pillow
Socks
Underwear
Comfy Clothes
Snacks
Feminine Hygiene Products
Medications
Mask
Thermometer

SHOULD YOU FORGET/NEED AN ITEM COORDINATE WITH YOUR SPONSOR

ANYTHING TO KEEP YOU OCCUPIED FOR 14 DAYS

Recommended

Microwaveable Dishes
Laundry Detergent
Bottled Water
Games
Electronic Devices
Book/Reading Material
Toilet Paper
Phone with International Capabilities
Anything unique or specific to meet your needs

Amenities

Fridge (Dorms, ROM Towers, Housing)
Stove (Some Dorms, ROM Towers, Housing)
Microwave (Dorms & ROM Towers)
Washer/Dryer (Common area for the Dorms, inside ROM Tower Suites and housing units)

*TVs are not included in any housing facilities. Sponsors may provide, if available.

**Air conditioning is only installed in some dorms and housing units but not the ROM Towers. Sponsors may provide portable units if available.

MISAWA TRAVEL & LOCAL POLICIES

Refer to latest CATDs, as policies change quickly based on the threat

Avoid Large Groups (>50 people) or 50% of facility (50/50 rule)

No Off-base bars/karaoke/nightclubs

Local public transport as needed*

EVERYONE must wear a face mask or cloth covering on and off-base when social distancing cannot be achieved.

EVERYONE must maintain daily contact tracing logs if within 6 feet of someone for more than 10 minutes, any physical contact while caring, living, visiting someone, or shared a health care waiting area (no names, just location direct contact when coughed/sneezed on or coughing/sneezing on somebody).

Restrictions apply to all personnel present on or assigned to Misawa AB including but not limited to US Military personnel, US civilian employees, all dependents, DoD retirees, host-nation employees, contractors, and other persons accessing Misawa AB.

*Local transport is limited for off-base school, commuting to-from work, etc. as needed., and not for leisure travel. *Currently, the Shinkansen is also off-limits to all Misawa AB



REFER TO MISAWA AIR BASE FACEBOOK FOR UPDATES



Off-Base Activity Guide

Allowed Activities



Mall



Leisure Shopping



Restaurants

- Aim to limit your time for meals to an hour and a half if feasible continue to remain distant from others

- Until 9:00 pm

- Do not have more than 50 people or 50% occupancy



Off-Base Workout Facilities



Onsens



Local Public Transportation



Medical



Personal Care Necessities



Daycare



Post Office



Walk/Run/Bike/Hike/Golf
(maintain social distancing)



Hotels



Movie Theater



Tattoo



Massages

Tohoku region only -
Aomori, Iwate, Akita,
Miyagi, Yamagata &
Fukushima prefectures



Restricted Activities



Night Clubs



Bars



Karaoke
(Bars & Individual rooms)



Shinkansen



Airplane

Stay safe,
wash your hands
and wear your masks



As of: 2 July 20

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.)

MISAWA AB HELPING AGENCY MATRIX

Military OneSource
Chaplain
Military Family Life Consultant
Mental Health
Family Advocacy
Airman & Family Readiness
Legal Office
American Red Cross
Domestic Abuse Victim Advocate
Equal Opportunity
Health Promotion
SARC
Supervisor
First Sergeant / 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	×	●	●	●	●	×	×	●	×	●	×	×	×
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		
SERVICE	PHONE	BLDG
EMERGENCY		
Security Forces	911	
Fire	Cell Phone 0176-53-1911	
Ambulance		
Suicide Prevention Hotline	94-800-273-TALK (8225)	
Urgent Care	226-6647	99
Security Forces	226-3600	646
Command Post	226-9899	928
Taxi	Cell Phone 0176-53-6481	
Base Operator	0176-77-1110	
Military OneSource	94-800-342-9647	
American Red Cross	226-3016	
	94-877-272-7337	

● HELPING AGENCIES		
SERVICE	PHONE	BLDG
Sexual Assault Prevention & Response (SAPR)	226-7272	656
Mental Health/ADAPT	226-3230	96
Family Advocacy	226-2123	96
Domestic Violence Hotline	1-800-799-7233	
Chaplain	226-4630	358
Legal	226-4022	656
Airman Family Readiness Center	226-4735	656
Air Force Aid/Casualty Asst.	226-9899	
Military Family Life Consultant (MFLC)	226-2147 080-4331-8672	656
	080-4910-9826 080-3736-6151	

Notifying × agencies of a sexual assault will initiate an Unrestricted Report



DEPARTMENT OF THE AIR FORCE
35TH FIGHTER WING (PACAF)
MISAWA AIR BASE, JAPAN

(Date)

MEMORANDUM FOR GENERAL MANAGER, MISAWA EXCHANGE
GENERAL MANAGER, MISAWA COMMISSARY

FROM: _____
(ROM/Quarantined/Isolated Member)

Subject: 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 Misawa Air Base Installation Commander 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:
Misawa Air Base Shopping Support List

1st Ind,

(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

Misawa AB: 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: _____

QUARANTINED PERSONNEL

NAME: _____

AUTHORIZED PURCHASER

SIGNATURE & DATE

SIGNATURE & DATE

HOW TO DESIGNATE A PERSON TO PICK UP MAIL

UNITED STATES POSTAL SERVICE® **Standing Delivery Order**

Name and Address of Individual or Firm (Include apartment or suite number) Date Submitted*
Doe, Jane D. 51 FSS, PSC 3 Box 61 APO AP 96266 **1 April 2019**

Signature and title of person authorized to sign this Standing Delivery Order Telephone Number
Jane D. Doe **784 1014**

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, filing, 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			
Fill out all non-shaded areas as follows: 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			<i>Jimmy Smith</i>			
			Expiration:			
APO Verifying Official						
Roger P. Dove, SRA <i>Roger P. Dove</i>						

PS Form 3801, September 2016 PSN 7530-07-000-9048

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 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

Fill out all non-shaded areas as follows:

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.

USPS INSTRUCTIONS

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

Agent Name (Printed)	Restricted Delivery (✓)		Adult Signature Restricted Delivery Yes (✓)		Agent Signature (Request signature — if missing)	ID Verified Yes (✓)	USPS Initials	Date
	Restricted Delivery Yes (✓)	Adult Signature Restricted Delivery Yes (✓)	Adult Signature Restricted Delivery Yes (✓)	Adult Signature Restricted Delivery Yes (✓)				