



**WEASEL NOTAM – 35FW-19-00**  
**Misawa Air Base Community Standards**  
**7 Jan 21**



**PURPOSE:** Inform Misawa Air Base members of the local community standards and other pertinent information.

**BACKGROUND:** We are guests in the country of Japan. Our conduct on and off-duty is extremely important to U.S.-Japan relations. All military members, dependents, and civilian personnel on Misawa Air Base (hereafter collectively referred to as Misawa personnel) are expected to behave in a manner that positively reflects on the U.S. Department of Defense (DoD) and our Nation.

**COMMANDER’S INTENT:** Newly assigned members will review this Notice To Airmen (NOTAM) within 10 days of their arrival. All members of the Misawa Air Base community will abide by the information located within this document. Failure to observe the prohibitions and mandatory provisions of this NOTAM is a violation of Article 92, Uniform Code of Military Justice (UCMJ). The goal of this NOTAM is to serve as a one-stop shop for Misawa personnel.

The mission of the 35th Fighter Wing (35 FW) is to *Protect US interests in the Pacific and defend Japan; deter adversaries through our presence, readiness, and ability to project combat air power.* All members of the 35 FW will know our mission statement and be able to articulate what they and their organization do to accomplish the mission.

Airmen will also be familiar with the [35 FW NOTAMs](#) located on the Wing’s SharePoint site.

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### 1. Operations Security (OPSEC)

- 1.1. Misawa personnel have a responsibility to reduce an adversary's ability to collect and exploit critical information and indicators about friendly activities to the greatest extent possible.
  - 1.1.1. The numerous social media platforms that are available present an OPSEC concern that cannot be overstated. It is imperative that Misawa personnel protect information to the highest degree possible. To this end, Misawa personnel are prohibited from sharing information on social media about real world movements and exercises on or off the installation.
  - 1.1.2. Commanders, directors, and supervisors must hold personnel accountable for all computer and network violations. One such violation that can have a serious impact on our network is plugging a personally owned device (cell phone, tablet, etc.) into a government computer.
  - 1.1.3. Misawa personnel will be familiar with the 35 FW [Critical Information \(CI\) Protection Memo](#) located on the 35 FW/IP SharePoint page.
  - 1.1.4. In order to protect the various missions that Misawa Air Base supports, the following activities are prohibited; photography on or around the flightline, the use of model aircraft or drones anywhere on base, and the use of citizen band (CB) radios.
  - 1.1.5. While Misawa Air Base shares a strong connection with our local community, we are not immune to attack. If you, or your dependents experience or witness one of the following, it is your responsibility to report it to Security Forces at DSN: 226-3600, Commercial: 0176-64-3600, or Air Force Office of Special Investigations at DSN: 226-3126.
    - 1.1.5.1. Surveillance of on or off-base activities or areas.
    - 1.1.5.2. Elicitation or gathering of information in person, phone, fax or e-mail.
    - 1.1.5.3. Tests of security to identify security weaknesses.
    - 1.1.5.4. Acquiring supplies such as weapons, identification cards, uniforms or decals.
    - 1.1.5.5. Suspicious persons seemingly out of place at work or home.
    - 1.1.5.6. Dry runs practicing a possible criminal or terrorist operation.
    - 1.1.5.7. Deploying assets such as positioning people or supplies.
    - 1.1.5.8. Observing any model aircraft or drones flying over the base.

### 2. Professional Behavior

- 2.1. Misawa Air Base is committed to a professional environment, both on and off duty. We have a zero tolerance policy for interpersonal violence and discrimination (i.e. sexual assault, harassment of any kind, bullying, hazing, etc.). Every member is responsible for promoting and contributing to a positive human relations climate, free of harassment and discrimination based on race, sex, religion, age, color, national origin, ethnic group, mental or physical handicap, or sexual orientation. For more information, review [DoDI 1020.03, Harassment Prevention and Response in the Armed Forces, AFI 36-2706, Air Force's Equal Opportunity Program](#), or call the Equal Opportunity Office at 226-3669.
- 2.2. Misawa personnel are prohibited from wearing offensive clothing on and off-duty. This includes but is not limited to clothing with nudity, lewd or obscene depictions, profanity, drug-



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related pictures or language, discriminatory messages, or material associated with gang activities.

- 2.3. Under no circumstances will Misawa personnel engage in disrespectful or derogatory actions, conduct or speech directed towards a Japanese National.

### **3. Customs and Courtesies**

- 3.1. During the playing of the national anthems of friendly nations, render the same customs and courtesies as those given during the playing of the U.S. National Anthem. If in uniform, including the Air Force Physical Training Gear (PTG), render a salute. When not in uniform, military members will stand attention. For civilians, pay the proper respects by placing your right hand over your heart. If you are driving a vehicle, stop and sit quietly, if consistent with safety and mission requirements.
- 3.2. When displaying the flag of any nation or U.S. state (i.e. within family housing), only the current official flag may be flown or displayed on Misawa Air Base.
- 3.3. We share Misawa Air Base with other members of the US Armed Forces as well as members of the Japan Air Self-Defense Force. Misawa personnel are expected to render the proper customs and courtesies to other members of the Armed Forces, regardless of branch or nation. Please see Attachment 1 for an easy chart outlining the ranks of each military branch. This courtesy also extends to staff vehicles. When officer passengers are readily identifiable (for example, officers in appropriately marked staff vehicles), the salute must be rendered.

### **4. Sponsor Responsibilities**

- 4.1. Sponsors are responsible for the safety, well-being, and conduct of their guests and dependents. They will brief their guests and dependents on appropriate behavior in Japan.
  - 4.1.1. Gross misconduct or disrespect for authority (teachers, recreation or youth activity staff, facility managers, supervisors, security forces, commanders, other officers, senior noncommissioned officers, and mass transit bus drivers) will not be accepted and will be considered a violation of this NOTAM, as well as an aggravation to other violations that may have been committed. Gross misconduct includes, but is not limited to, profanity and unwanted physical contact.
  - 4.1.2. A minor found violating this NOTAM may be detained by Security Forces. Security Forces will contact the minor's sponsor or the sponsor's first sergeant, commander, or enlisted superintendent, and release the child to one of them. Documented acts of misconduct or disrespect for authority will be handled by the agency concerned (i.e. unit commanders, associate units, etc.). Misconduct will be referred to the Misawa Conduct Adjudication Program when appropriate.
- 4.2. Sponsors are responsible for their children while they are out of their direct supervision. Children are not allowed to play in base housing stairwells, hallways, elevators, road underpasses, parking lots, lobbies, garbage collection rooms, or other locations that may be dangerous or harmful (i.e. locations specifically designated off limits, construction areas, abandoned houses, main roads/intersections, etc.). Additionally, Attachment 2 includes four age matrices that outline when children can be left alone at home, when they can be left



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unattended outside, etc. However, these matrices do not supersede a parent's decision to raise the age limit for their own children. Each child is unique; personality, environment, developmental progress, and maturity level are factors used to determine when children are ready to accomplish activities with little or no supervision.

- 4.2.1. The following curfew hours have been established for minors:
  - 4.2.1.1. Curfew the night prior to a school day will be from 2300 to 0500 and the night prior to a non-school day will be 2400 to 0500.
  - 4.2.1.2. During curfew hours, no minor will be outdoors (including being inside a motor vehicle) except as follows:
    - 4.2.1.2.1. The minor is accompanied by his/her sponsor or a responsible adult appointed by the sponsor.
    - 4.2.1.2.2. If employed, the minor will have 30 minutes to return to his/her quarters after termination of work.
    - 4.2.1.2.3. A minor participating in official functions that extend after curfew hours will have 30 minutes to return to his/her quarters after termination of the function.
- 4.3. In order to foster readiness across Misawa, some Air Force members and DoD civilians require a Family Care Plan and/or an Emergency Evacuation Program (formally known as NEO) folder. Your Commander's Support Staff (CSS) or First Sergeant will be able to determine if one or both of these items are required. These items are important and the sponsor must ensure they contain up to date information.

### **5. Substance Use and Abuse**

- 5.1. The unauthorized manufacture, receipt, possession, use, and/or distribution of controlled substances on Misawa Air Base by military members, civilian employees, contractors, dependents, or visitors to the installation is prohibited. Military members who violate this prohibition are subject to discipline under the UCMJ. Civilian employees, dependents, and visitors who violate this prohibition are subject to United States law, Japanese law, [35 FWI 51-901, Misawa Conduct Adjudication Program](#), and other applicable regulations.
- 5.2. The knowing use of any intoxicating substance (other than the lawful use of alcohol, tobacco products, or prescription drugs), which is inhaled, injected, consumed, or introduced into the body in any manner to alter mood or function is prohibited and will not be tolerated. These substances include, but are not limited to: designer drugs, such as "spice", inhalants, propellants, solvents, household chemicals, and other substances used for "huffing"; prescription or over-the-counter medications when used in a manner contrary to their intended medical purpose or in excess of the prescribed dosage; and naturally occurring intoxicating substances, such as salvia divinorum. The possession of any intoxicating substance, with the intent to use the substance in a manner that would alter mood or function without legal authorization, is also prohibited and will not be tolerated. Other drugs and medications, such as "bath salts", "BRON", and "SARMs" (i.e. Ostarine, Andarine, Testolone, Anabolicum, etc.) are prohibited on Misawa Air Base.
- 5.3. Furthermore, abusing over-the-counter medications (i.e. Coricidin cough and cold; AKA: Triple-Cs, DXM, C's) in a manner contrary to their intended medical purpose is also prohibited.



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Offenders may be subject to appropriate UCMJ action or Misawa Conduct Adjudication Proceeding.

- 5.4. Drug paraphernalia of any kind is prohibited on Misawa Air Base.
- 5.5. Misawa personnel are discouraged from using off base drug stores to treat common ailments. Some of these products contain prohibited ingredients which can result in a positive urinalysis test. Due to this, personnel are encouraged to utilize on base resources for their prescription and over-the-counter medication needs.
- 5.6. If Misawa personnel have questions as to whether or not a drug is safe or legal, they may consult their Primary Care Manager or may reference Operation Supplement Safety on the internet at [www.OPSS.org](http://www.OPSS.org).
- 5.7. Misawa personnel can seek help with substance use or abuse by calling the Alcohol and Drug Abuse Prevention and Treatment (ADAPT) Office at 226-3230 or visiting their office in building 96. Narcotics Anonymous is also available on the internet at [www.NA.org](http://www.NA.org). Additionally, if a member wishes to engage in protected communication, they are encouraged to reach out to a Chaplain by calling 226-4630.
- 5.8. A medical amnesty box is located in the base hospital, building 99, next to the pharmacy. The amnesty box should be used for all expired and unused medication.

### **6. Alcohol Use and Abuse**

- 6.1. The legal drinking age in Japan is 20 years old. Members 20 years old and older are legally allowed to purchase and consume alcohol on and off-base in accordance with the United States Forces, Japan (USFJ) [Liberty Order](#).
- 6.2. USFJ's Liberty Program is designed to safeguard the vital relationship we have with Japan. Every military member of Misawa Air Base is required to read the Liberty Order in its entirety, however, below are a few of the highlights.
  - 6.2.1. All military personnel, regardless of grade, are prohibited from the public consumption of alcohol while off base between 2400 and 0500.
  - 6.2.2. Military members in the grade of E-5 and below plus their liberty buddy are subject to a curfew between 0100 and 0500. During curfew, military members must be on a U.S. military installation, in a private residence off base, in a place of lodging, or in the performance of their official duties.
- 6.3. The blood alcohol content limit for Japan is 0.03, both on and off-base. This is extremely low compared to the United States and could be less than one alcoholic beverage. The only way to ensure you are under the legal limit is to avoid any alcohol consumption before operating a vehicle.
- 6.4. Alcohol continues to be one of the biggest contributors to disciplinary actions here at Misawa. The majority of Misawa personnel consume alcohol in a responsible manner, but the few that take things too far, risk straining the relationship we have with our host nation. If you are involved in an off-base incident, you will be strongly encouraged to express your condolences to the offended party in service dress with your supervisor at the offending location. This is in addition to any disciplinary actions your commander deems appropriate.



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- 6.5. The following locations are approved for on-premise consumption and sales of alcohol during posted business hours: Misawa Clubs 0600-0200, Walmsley Bowling Center 1000-0200, Misawa Inn 24/7, Gosser Golf Course 0600-2400. Sales outside normal facility business hours must have 35 FW/CC approval.
- 6.6. The following activities are approved for retail packaged alcohol sales: Misawa Club – Kegs and AAFES outlets - Beer, Wine, Spirits, Malt Beverages.
  - 6.6.1. Retail packaged alcohol sales are prohibited at any base open house or special event.
- 6.7. The following locations are approved for events with public consumption of alcohol: Mokuteki Ballroom, Leftwich and Lakeview Parks, Davey Jones' Locker, Misawa Community Commons, base beach pavilions and cabins, and government quarters including base housing and dormitories. Locations outside of those listed will require 35 FW/CC approval and cannot be delegated per [AFI 34-219, Alcoholic Beverage Program](#).
  - 6.7.1. Organization/Unit events that choose to serve alcohol and meet location guidelines will be considered approved once the POC completes and returns the Understanding of Dram Shop Statement to the 35 FSS Community Services Flight Chief before the event.
  - 6.7.2. Consumption of alcohol is prohibited at any youth activity or on athletic fields.
  - 6.7.3. Air Force medical and religious facilities may dispense alcoholic beverages in accordance with their mission.
- 6.8. Alcohol may not be resold or purchased for personnel that can't purchase alcohol on base.
- 6.9. Misawa personnel can seek help with alcohol use or abuse by calling the ADAPT Office at 226-3230 or visiting their office in building 96. Alcoholics Anonymous is also available on the internet at [www.AA.org](http://www.AA.org). Additionally, if a member wishes to engage in protected communication, they are encouraged to reach out to a Chaplain by calling 226-4630.

### **7. Tobacco Use**

- 7.1. Individuals under the age of 18 will not be allowed to purchase or use tobacco products of any kind and violations will be reported to Security Forces.
- 7.2. Tobacco products include, but are not limited to, cigars, cigarettes, electronic cigarettes (e-cigarettes), stem pipes, water pipes, hookahs, vaporizers, smokeless products that are chewed, dipped, sniffed, or “vaped,” and any other nicotine delivery system that the Food and Drug Administration (FDA) defines as a tobacco product.
- 7.3. According to [AFI 48-104, Tobacco Free Living](#), tobacco use is prohibited at the following locations:
  - 7.3.1. Indoor workplaces.
  - 7.3.2. Air Force Services facilities, including but not limited to clubs, dining establishments, and bowling centers.
  - 7.3.3. Installation recreational facilities, including but not limited to athletic fields, running tracks, basketball courts, golf courses, beaches, marinas, and parks.



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- 7.3.4. Lodging guest rooms, common areas of unaccompanied housing (UH), and Temporary Lodging Facility (TLF) units.
- 7.3.5. Air Force vehicles and aircraft.
- 7.3.6. Installation schools and playgrounds or within 100 ft of these locations.
- 7.4. The Medical Treatment Facility (MTF) campus has also been designated as a tobacco-free area. The MTF campus includes building 96, building 99, and the surrounding parking lots, lawns, and other outdoor areas contiguous with the MTF.
- 7.5. Smokeless tobacco products (i.e. chewing tobacco, electronic cigarettes, etc.) may be used indoors in Military Family Housing (MFH) units. No tobacco products, regardless if it is smokeless or not, are authorized to be used inside UH facilities.
- 7.6. Tobacco products which generate smoke from burning tobacco (i.e. cigarettes, cigars, pipes, etc.) may not be utilized indoors in MFH or UH areas and may only be used in the approved zones outlined in this NOTAM. These areas include:
  - 7.6.1. All approved designated tobacco areas (DTA) established at Misawa Air Base. From the approval of this NOTAM, no new DTAs will be established on Misawa Air Base. The 35th Civil Engineer Squadron (35 CES) will revise DTA signage and maps, as necessary. 35 CES may also install or repair structures associated with DTAs only on a reimbursable basis if adequate in-house capability exists.
  - 7.6.2. MFH and designated UH areas.
    - 7.6.2.1. Upon being assigned to a MFH or UH unit, the Housing Management Office or Dormitory Management Office, will brief residents on the installation's tobacco use policy for their respective housing unit.
    - 7.6.2.2. If you are assigned to an UH unit, you may use smoke-generating tobacco products outside of your assigned dorm facility at a designated DTA or in your privately owned vehicles (POVs).
    - 7.6.2.3. If you are assigned to a unit within a MFH tower, you may use smoke-generating tobacco products at the nearest DTA or in your POVs. Smoking from tower balconies is not authorized due to the risk incurred by non-smokers living adjacent to tobacco users.
    - 7.6.2.4. If you are assigned to a townhome-style MFH unit, you may use smoke-generating tobacco products in your backyards only if you smoke at the furthest point from your housing unit along the yard's fence line. If a housing unit does not have a fence line, you must smoke at the furthest edge of the lawn area your unit is responsible for maintaining. This distance from MFH units is intended to reduce impact to neighbors in the same housing complex who do not engage in tobacco use. Members are not authorized to smoke on porches or patios due to the proximity to other housing units and potential fire risks.
    - 7.6.2.5. If you are assigned to a "quad-style" MFH unit, you may use smoke-generating tobacco products at the nearest DTA or in your POV. Smoking will not be authorized in these units due to a lack of equitable access to the units' backyards by occupants of upstairs units.
    - 7.6.2.6. During inclement weather situations, to promote the safety of Misawa AB personnel, and reduce the risk associated with smoking near occupied facilities, smoke-generating tobacco users will be required to utilize their POV or the nearest DTA. Members are not authorized



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to smoke on their porches or patios during these scenarios due to safety risks to members, proximity to other housing units, and potential fire risks.

### 7.6.3. POVs

- 7.6.3.1. If you are parked within 50 feet or less of a MFH facility, you may use smoke-generating tobacco products in your POV with all windows closed to avoid impacting residents in the neighboring housing units.
  - 7.6.3.2. If you are parked within 100 feet or less of a playground, child care facility, or school, you may use smoke-generating tobacco products in your POV with all windows closed.
  - 7.6.3.3. If you are parked outside of your place of work or at a different establishment on the installation outside of MFH or UH areas, you may use smoke-generating tobacco products in your POVs with all windows closed.
  - 7.6.3.4. If you are driving on the installation, you may use smoke-generating tobacco products with your windows down until you arrive at your destination.
- 7.7. If a member of the Misawa Air Base community wishes to seek help with tobacco use, the tobacco cessation program is available at 226-6607 or <https://smokefree.gov> is available on the internet.

## 8. Military Family Housing

- 8.1. Much of the housing on base has been constructed by the Government of Japan at little to no cost to the U.S. Government. As such, we have a responsibility to respect and honor their investment by supporting an on-base first family housing policy for all accompanied members.
  - 8.1.1. The Housing Management Office is located in building 656, room 1000, and can be reached at 226-3200. They will determine if on-base family housing (FH) is available within 30 days of your arrival. Based on residence availability, you must accept an on-base FH unit that meets your grade and family size entitlement in accordance with [AFI 32-6000, Housing Management](#). If no units are available within your authorization, the Housing Management Office may offer you a unit with one bedroom above your entitlement.
  - 8.1.2. If on-base FH will not be available within 30 days of your arrival, you will be permitted to secure housing in the local community. You will have up to 30 days of Temporary Lodging Allowance to secure acceptable community housing, except as otherwise permitted by local policy in accordance with [Joint Travel Regulations](#).
- 8.2. The appearance of base housing directly reflects installation pride and commitment to a safe and well-kept community. Misawa residents are expected to maintain their government quarters in a neat, orderly, and clean fashion, free from clutter and trash. Additionally, each housing unit's appearance will be in accordance with the [35 CES Housing Brochure](#) which is available at the Housing Management Office. A few highlights from the brochure are below.
  - 8.2.1. Residents will maintain grass in their assigned areas of responsibility to a minimum height of two inches and a maximum height of three and a half inches.
  - 8.2.2. All grass should be removed from cracks and crevices in sidewalks, parking spaces, roadway gutters, and doorsteps.





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- 8.2.3. The yard area must be free of trash and other debris. Additionally, items such as tires, snow removal equipment, plywood or any items leaning against your MFH unit must be removed and stored.
- 8.2.4. Remove snow and ice from sidewalks by 0800 daily.
- 8.2.5. If residents will be away for temporary duty (TDY), leave, etc. they must make arrangements with neighbors, friends, coworkers, first sergeants, etc. to ensure grounds maintenance and snow removal are accomplished during their absence.
- 8.3. Home Based Business Policy
  - 8.3.1. Paragraph 2.20., within AFI 32-6000, governs operating a private business out of government housing. Operating a home business is restricted to certain parameters and may be further limited or denied if the activity has the potential to jeopardize community tranquility, safety, host-nation relations, the installation mission, or is otherwise deemed to be inappropriate.
  - 8.3.2. All U.S. Armed Forces personnel, civilian employees, and dependents must request permission in writing to run a home business through the Housing Management Office.
  - 8.3.3. Any requests for a home based business involving children under the age of 12 must be coordinated through the 35 FSS/FSY, Family Child Care office for approval. Additionally, all Family Child Care businesses must be licensed through the Family Child Care office.
- 8.4. All-terrain vehicles or snowmobiles will not be used in MFH, which includes fields, lawns, or sidewalks.
- 8.5. Quiet Hours are between the hours of 2200 and 0600 daily.

### **9. Pets**

- 9.1. All animals owned by Status of Forces Agreement (SOFA) personnel must be registered at the base veterinary clinic, maintain current vaccinations, and have individual airline carriers for traveling. Additionally, all dogs and cats must have an appropriate microchip implant.
- 9.2. If a MFH resident wishes to have a pet other than a cat, dog, gerbil, hamster, guinea pig, rabbit, fish, turtle, passerine bird (perching birds and song birds), or psittacine bird (parrots), they must submit a written request to the Housing Office through the Base Veterinarian for consideration before acceptance of housing or prior to bringing the animal into the residence.
- 9.3. AFI 32-6000, restricts MFH residents from boarding exotic or farm animals, and dogs of any breed (including a mixed breed) deemed “aggressive” or “potentially aggressive”. These breeds are defined as a Pit Bull (American Staffordshire Bull Terrier or English Staffordshire Bull Terrier), Rottweiler, Doberman Pinscher, Chow, and wolf hybrids. Prohibition also extends to other breeds of dogs or individual dogs that demonstrate or are known to demonstrate a propensity for dominant or aggressive behavior.
  - 9.3.1. An exception to policy request can be forwarded to the appropriate authority for consideration. Contact the Housing Management Office for more information.
- 9.4. MFH residents are authorized up to two dogs or cats, or one of each; however, residents are allowed no more than two pets. This restriction does not include animals which permanently reside in cages or tanks (i.e. hamsters, turtles, etc.).



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- 9.4.1. Exception to policy requests can be submitted to the Housing Office through the Base Veterinarian for special consideration before acceptance of housing. Upon veterinary review, recommendations will be forwarded to the appropriate authority for final approval/disapproval. Contact the Housing Management Office for more information.
- 9.5. Dormitory residents are prohibited from having live pets with the exception of aquarium fish and turtles.
- 9.6. The Misawa Air Base community has multiple dog parks throughout the base. These dog parks are reserved for SOFA personnel and their dogs. Pet owners may only use these parks in accordance with the rules posted outside the entrance to each park. Failure of pet owners to police and clean up after their dogs may be grounds to close the parks for all users.
- 9.7. While outdoors, pets must be secured with leashes and under positive control at all times.
- 9.8. Pets must not be left tied, unattended, or allowed to run loose outside fenced areas.
- 9.9. If an animal bites someone, the individual should immediately report to the Urgent Care Clinic in order to complete a Rabies Bite Report. The owner of the pet will immediately schedule an appointment with the Base Veterinarian so the animal can be examined. Additionally, the incident will be recorded in the Security Forces blotter which will include the dog's breed, owner information, victim information, location of the incident, and synopsis. The animal will be subject to removal from the base, and housing privileges may be terminated.
- 9.10. Pet owners will ensure their pets utilize grass areas for urination and defecation. Additionally, pet owners are responsible for cleaning up their pet's feces. Numerous pet waste trash cans have been installed around the base for pet owners' convenience. Members who allow their pet(s) to urinate or defecate in a non-grassy area and/or fail to pick up their pet's feces could face administrative action and/or permanent removal of the animal from the installation.
- 9.11. If you are PCSing with your pet, the Misawa Inn has a limited number of pet friendly TLFs, therefore it is recommended that you make reservations early.
  - 9.11.1. Dogs and cats must be current on the required immunizations in order to stay in TLF. Furthermore, there is an additional pet fee that is assessed for each night your pet stays with you in TLF. The Misawa Inn is available at 226-0282 for reservations and questions.
  - 9.11.2. If TLFs are not available, you may contact the Misawa Pet Kennels at 226-2228 for reservations.
  - 9.11.3. All pet owners must out process through the Veterinary Treatment Facility upon completion of their tour.

### 10. Dorms

- 10.1. [AFI 32-6000, Housing Management](#), outlines which personnel will be assigned unaccompanied housing (dorm room). Unless extenuating circumstances exist (building renovations, full occupancy rate, etc.), unaccompanied personnel in the grades E-1 through E-3 and E-4 with less than three years of service will be assigned a dorm room.
- 10.2. Dormitory residents are expected to maintain their government quarters in a neat, orderly, and clean fashion, free from clutter and trash. Additionally, dormitory residents are encouraged to decorate their assigned rooms as they wish, however, decorations must be in good taste and the room must be returned to the condition in which it was issued when the member departs.



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- 10.3. Due to mission requirements and multiple shift workers, dorm quiet hours are 24/7.
- 10.4. Cohabitation is not authorized.
- 10.5. Dormitory guests are defined as, a civilian or military member who is not currently assigned a billet in the dormitory facilities of Misawa Air Base. The following rules apply to dormitory guests:
  - 10.5.1. Dormitory guests must be at least 18 years old and escorted by the sponsoring resident at all times. Dormitory guests are prohibited on campus between 2400-0600 hours. The sponsoring resident is responsible for the actions of their guests (i.e. ensuring quiet hours are enforced).
  - 10.5.2. Overnight guests are not authorized. If a guest is sleeping in a dorm room at any time, day or night, they are considered to be an overnight guest.
  - 10.5.3. Dormitory residents may request a maximum of one 30-day social visit for spouses or significant others during any 12-month period. If approved, the resident will be authorized to host his/her guest in the dormitory and cohabitation restrictions will not apply. The resident will be required to take leave for the duration of the guest's visit and must escort him/her at all times while on the dormitory campus, ensuring he/she complies with all base regulations and dormitory policies. This request must be approved by the resident's Commander or First Sergeant and a copy of the approval must be provided to the Dormitory Management Office.
- 10.6. For more information about unaccompanied housing, please contact the Dormitory Management Office at 226-4000.

### **11. Safety**

- 11.1. Misawa Air Base's goal is to eliminate or minimize risk while maximizing our readiness posture. To this end, safety must be integrated into operations from start to finish, both on and off duty.
- 11.2. Automobiles.
  - 11.2.1. Driving in Japan is much different than driving in the U.S. A few examples of these differences are; vehicles are driven on the left side of the road, the steering wheel is on the right side of the vehicle, speed signs are in kilometers, and traffic signs are different than those in the U.S.
  - 11.2.2. According to 35 FWI 31-218, Motor Vehicle Traffic Supervision, the following items are required in order to operate a vehicle:
    - 11.2.2.1. Official DoD Identification Card or other appropriate identification for non-DoD civilians.
    - 11.2.2.2. A valid USFJ Form 4EJ, U.S. Forces, Japan Operator's Permit for permanent party personnel; an International Driver's Permit recognized by Japan for TDY or visiting personnel; or a U.S. Embassy Driving Permit.
      - 11.2.2.2.1. All military members and their dependents wishing to drive in Japan, must attend the base's 4EJ course and earn a satisfactory score on the required test.
    - 11.2.2.3. Military Registration and Certificate of Title of Motor Vehicle.
    - 11.2.2.4. Valid/Current Japanese Compulsory Insurance (JCI) and Property Damage Liability Insurance. Exception: Liability insurance is not required for motorcycles during the



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- winter season. Regardless of seasonal use, JCI is mandatory and must remain in effect at all times.
- 11.2.2.5. Current year USFJ Form 15A, Road Tax Decal (for use on 4-wheel vehicles) or USFJ Form 15B, Road Tax Decal (for use on 2-wheel vehicles), properly affixed to the motor vehicle. Only the current year decal is authorized for display. Expired decals must be completely removed and destroyed.
    - 11.2.2.5.1. The USFJ Road Tax Decal is not a vehicle pass. It cannot be used to grant vehicle access onto any U.S. Forces installation or facility. Service component commanders will ensure vehicle entry onto a USFJ installation is based on the authorized credentials of the motorist/passengers and not on a vehicle decal.
  - 11.2.2.6. Non-SOFA retirees may be issued a one-year vehicle pass or USFJ Road Tax Decal.
  - 11.2.2.7. Valid Government of Japan vehicle registration certificate.
  - 11.2.2.8. Annual Road Tax payment receipt.
  - 11.2.3. As with any U.S. city, Misawa Air Base has a point system for violations related to vehicles. Any individual accumulating a total of 12 points within a one-year period, or 18 points within a two-year period, will have their driving privileges suspended for 180 days. A few of the common infractions we experience here at Misawa are listed below with their point and/or suspension/revocation penalty.
    - 11.2.3.1. Cell phone use while operating a motor vehicle will incur a three point penalty with the first offense also incurring a 30-day driving suspension. All subsequent violations will incur a 180-day driving suspension.
    - 11.2.3.2. Unattended running vehicles will result in a three-point penalty. Exception: during the winter, vehicles may be left running unattended outside of a personal residence or personal work center to allow the engine to warm up.
    - 11.2.3.3. Following too close carries a four point penalty.
  - 11.2.4. Winter driving.
    - 11.2.4.1. Misawa is notorious for getting more than 10 feet of snow during the winter. Due to this, we have instituted mandatory winter awareness briefings for active duty personnel that have not spent a winter at Misawa during their current tour.
    - 11.2.4.2. Many parking lots on Misawa Air Base have signs during the winter outlining when they are closed for snow removal. Adherence to these signs is mandatory and failure to remove vehicles during snow removal operations will result in a two point penalty, and could result in vehicles being towed at the owner's expense.
    - 11.2.4.3. Snow or all-weather tires must be installed on vehicles from 15 Nov – 31 Mar.
    - 11.2.4.4. Road Conditions: The FW/CC determines Road Conditions (Attachment 3). Unit commanders will determine mission essential personnel. The 35th FW/CP will notify base populace of Road Conditions.
  - 11.3. Motorcycles.
    - 11.3.1. The normal riding season for motorcycles on and off Misawa Air Base is 1 Apr – 15 Nov. Riding is not authorized during the riding season when there is snow or ice accumulations still present on the roadways.



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- 11.3.2. Operators and passengers of motorcycles will wear an approved helmet, proper PPE (full fingered gloves or mittens, hard-soled over the ankle shoes, long sleeved shirt/jacket and long trousers, and eye protection), and a retroreflective upper garment at all hours of the day. These rules also apply to operating or riding a MOPED, or three or four-wheeled vehicle powered by a motorcycle-like engine. Wearing of a tinted visor at night is prohibited.
- 11.4. High-Risk Activities Program.
  - 11.4.1. The United States Air Force uses the high-risk activities (HRA) program as a management tool for commanders and supervisors when a member wishes to engage in those activities that have a higher potential for personal injury. However, risks are inherent to all, regardless of branch of service. Our joint partners should engage with their leadership when they wish to participate in an activity that possess an increased risk of injury.
  - 11.4.2. The [Pacific Air Forces \(PACAF\) HRA Guide](#) lists 24 activities that have been classified as high-risk as well as step-by-step instructions for completing the HRA checklist and form. Military members wishing to participate in any HRA, must engage with their supervisors and fill out the required paperwork before taking part in the activity.
  - 11.4.3. In addition to the 24 HRAs PACAF has identified, Misawa has added drifting and any activity that takes a member into a remote area of Japan (commonly referred to as the backcountry) to the base's HRAs.
    - 11.4.3.1. Due to the inherent dangers of drifting, a member's squadron commander must sign their HRA form after the commander has reviewed the member's driving record.
    - 11.4.3.2. Before a member heads into the backcountry (including parts of Hakkoda Mountain), their supervisor must ensure they have the appropriate gear, plan, and skills to participate in the intended activity. Additionally, the supervisor must also ensure the member is prepared to spend the night outdoors in the event adverse weather conditions prevent the member from returning to their vehicle or finding shelter.
  - 11.4.4. Air Force civilians and other Misawa residents are encouraged to apply principles from the PACAF HRA guide to evaluate risks before participating in HRAs.
- 11.5. Pacific Ocean and Base Beach Aquatic Activities.
  - 11.5.1. Due to powerful rip currents in the Pacific Ocean near Misawa, aquatic activities such as surfing, body boarding, windsurfing, swimming, scuba diving, snorkeling, jet skiing, and kayaking can be very dangerous. These activities are allowed on Lake Ogawara (Base Beach) and in the Pacific Ocean unless prohibited by local Japanese ordinance.
    - 11.5.1.1. Surfers and body boarders will ensure their board leash is attached to their person.
  - 11.5.2. All personnel windsurfing, jet skiing, and kayaking are required to wear a personal flotation device.
  - 11.5.3. Privately-owned jet skis are considered marine motor vessels in Japan and require a Japanese Personal Watercraft License, Japanese Compulsory Insurance (JCI), and marine liability insurance.
- 11.6. Pedestrian and non-motorized vehicle safety.



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- 11.6.1. When available, pedestrians should use sidewalks or paths along roadways. When sidewalks or paths are not available, individuals will travel facing oncoming traffic while on roadways. Individuals walking, jogging, or running are encouraged to wear highly visible clothing and accessories. During nighttime hours and inclement weather, clothing should contain retro-reflective properties.
- 11.6.2. Individuals operating bicycles, tricycles, or other human powered vehicles, will wear a highly visible outer garment containing retro-reflective material during hours of darkness or reduced visibility and are encouraged to wear a highly visible outer garment during daylight hours.
  - 11.6.2.1. Operators must wear a properly fastened and approved (i.e. Consumer Product Safety Commission, ANSI or Snell Memorial Foundation) bicycle helmet when riding on or off base.
  - 11.6.2.2. Bicycles should be equipped with front-facing, pedal, side, and rear-facing reflectors. During hours of darkness and inclement weather, an operational headlight and taillight are mandatory.
  - 11.6.2.3. Bicyclists are considered part of the traffic when operating on roadways and will be operated single file, with the flow of traffic, as far to the left as safely possible, and must comply with the established rules of the road.
- 11.6.3. Non-motorized transportation devices (i.e. skateboards, scooters, roller skates/blades and wheeled shoes) are prohibited on installation roadways, in parking lots while motor vehicles are present, on tennis courts, and within all facilities unless participating in an event sanctioned by the unit commander.
  - 11.6.3.1. Operators of these devices will use pedestrian pathways, comply with all pedestrian-related traffic regulations, and yield to pedestrians. An approved (i.e. Consumer Product Safety Commission, ANSI or Snell Memorial Foundation) helmet must be worn at all times and the use of elbow pads, knee pads and/or wrist guards are highly encouraged.
- 11.6.4. The use of headphones, earbuds, cellular phones, or other listening and entertainment devices (other than hearing aids) while walking, jogging, running, or bicycling on roadways is prohibited.
- 11.7. Construction Sites.
  - 11.7.1. Construction sites may be present at any time or for any reason. These sites can be extremely hazardous, with risks including open pits, heavy equipment, hazardous chemicals, and falling materials/tools. Construction sites are marked with signs, barriers, tape, cones, and/or other obvious devices. In the event a site is not clearly marked, assume a 50-foot standoff from operating equipment or personnel.
  - 11.7.2. Active duty military, civil service or Japanese civilians, or dependents not directly participating in construction or construction inspection activities are prohibited from entering or traversing any construction site, whether active or temporarily inactive due to darkness, adverse weather, or other cause, unless they are escorted by an authorized Government inspector, craftsman, or contracting officer and all safety requirements must be met (hardhat, steel toed boots, eye protection, etc.).
  - 11.7.3. Use marked transit paths, either as a pedestrian or a vehicle operator.



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- 11.7.4. Unauthorized personnel entering a construction site will be treated as if they were inappropriately entering any other controlled area on base, and may be detained by Security Forces and/or receive administrative or non-judicial punishment depending on the severity of the offense.
- 11.7.5. Obey all construction flag-person personnel when walking or operating a vehicle in the vicinity of an active construction site. Contractor personnel will use wands, flags and/or hand signals to control movement. Follow standard Misawa traffic rules when passing slow-moving construction equipment.
- 11.7.6. Parents or guardians, including baby sitters, should be especially attentive with young children around construction sites. Scaffolding, equipment, soil piles, etc. are attractive as play areas, and children who might otherwise be safely left to play outside alone may be tempted to enter a construction site without any awareness of its inherent dangers.
- 11.8. Hazardous Items.
  - 11.8.1. A firearms, munitions, and explosives amnesty box is located in the northwest corner of the long term parking lot across from the Munitions Storage Area. Use this box, instead of the trash, to deposit all bullets, shotgun shells, fireworks, black powder primers, and similar items.
  - 11.8.2. Centralized collection points for hazardous items are as follows:
    - 11.8.2.1. Reusable US Manufactured Cleaning Products and Paint: partially used (over half full) containers of General Purpose Cleaner, Laundry Detergent, Shower Tile, Bathtub and Household cleaning products and nonflammable commercial over the counter household pesticides, insect sprays, and rodent control products can be returned to the Hazardous Waste Storage Area (Bldg. 977, DSN 226-2040) for re-issue or disposal.
    - 11.8.2.2. Household Batteries: dispose in designated containers at the entrances to Main BX, Shopette, Commissary, and any dorm entrance.
    - 11.8.2.3. Auto Batteries: Auto Skills Center (Bldg. 767, DSN 226-4654).
    - 11.8.2.4. Propane Tanks: Available through AAFES (Bldg. 1214, DSN 225-8429).
    - 11.8.2.5. Auto Oils, Diesel, Kerosene, Antifreeze and Oil Filters: Auto Skills Center (Bldg. 767, DSN 226-4654).
    - 11.8.2.6. Car Tires: Auto Skills Center (Bldg. 767, DSN 226-4654)
    - 11.8.2.7. Burned-Out Florescent Bulbs: exchange for new bulbs at Misawa CE U-Fix-It Store (Bldg. 794, DSN 226-4492). Broken fluorescent bulbs will be contained in a way to avoid exposure to mercury dust inside prior to being turned in.
    - 11.8.2.8. Small Propane Bottles, Gasoline, and Charcoal Lighter Fluid: Hazardous Waste Storage Area (Bldg. 977, DSN 226-2040).
    - 11.8.2.9. Cooking Oil and Grease: Please do not pour cooking oil or grease down drains, including storm drains. Instead, allow oil/grease to cool, pour into a suitable container, then drop of at Recycling Center, Bldg. 1366, 226-4443. Cooled cooking oil and grease can also be poured into empty milk cartons lined with paper products. Use enough paper products (paper towels, newspaper, etc.) to absorb oil/grease, then dispose of in household trash.



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Alternately, commercial products may be used to solidify or absorb cooking oil/grease prior to disposal. These products can be found off-base with household cleaning products in department, food or home improvement stores. Please contact the Environmental Office at 226-5548 for additional information.

### 12. Weapons

- 12.1. Due to Japan's strict weapons laws, members should review [USFJI 31-207, Firearms and Other Weapons in Japan](#) and the 35th Fighter Wing Plan, 31-101-2018, Integrated Defense-Antiterrorism Plan to ensure compliance.
- 12.2. Prohibited items and actions include:
  - 12.2.1. Handguns.
  - 12.2.2. Mufflers or silencers for any firearm.
  - 12.2.3. Shotguns larger than 12 gauge (i.e. 8 and 10 gauge shotguns).
  - 12.2.4. .410 caliber shotguns that the Japanese government considers technically capable of firing a rifle round.
  - 12.2.5. Any power-charged rifle for hunting game birds.
  - 12.2.6. Carrying any cutlery such as kitchen knives, box cutters, shears, folding knives, butterfly knives, or other single, non-folding bladed cutting instrument exceeding 2.3 inches (6 centimeters) outside U.S. installations and facilities unless used for business or other legally justifiable reasons.
- 12.3. Persons under 20 years old, including military members, are prohibited from owning, purchasing, possessing, carrying, or registering privately owned hunting guns (shotguns and rifles) and ammunition off base in Japan.
- 12.4. The following types of privately owned firearms may be lawfully imported and registered in Japan by U.S. Forces personnel:
  - 12.4.1. Hunting and sporting rifles including .22 caliber rifles. However, .22 caliber rifles are prohibited for hunting. The minimum bore size for hunting in Japan is .23 caliber.
  - 12.4.2. A gun customarily used for hunting or sporting, including military type rifles that have been converted permanently.
  - 12.4.3. Hunting and sporting rifles (including shotguns) must meet the following restrictions:
    - 12.4.3.1. Not capable of automatic, successive firing such as machine guns. The magazine shall be such that it can load no more than 5 rounds of ammunition or metal bullets. Shotguns may not have a load capacity greater than 3 rounds.
    - 12.4.3.2. The caliber of a rifle bore cannot exceed 0.41 inches (10.5 millimeters).
    - 12.4.3.3. Shotgun bores cannot be larger than 12 gauge (i.e. 8 and 10 gauge shotguns are prohibited).
    - 12.4.3.4. The length of the rifle or shotgun must exceed 37 inches (93.9 centimeters).
    - 12.4.3.5. The length of the barrel must exceed 19.25 inches (48.8 centimeters).





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- 12.4.3.6. Not equipped with a silencing device or silencing equipment to produce a silencing effect.
- 12.4.3.7. Not having such serious defects in the firing mechanism or barrel as would create apprehension that a hazard exists.
- 12.4.3.8. .410 caliber shotguns that the Japanese government considers technically incapable of firing a rifle round.
- 12.5. Personal bows/arrows for individual recreational use may only be imported into Japan via authorized household shipments or purchased through authorized retailers in Japan, including military exchanges and non-appropriated fund organizations.
  - 12.5.1. Bows/arrows are considered weapons and must be controlled to prevent misuse.
- 12.6. Shotguns and rifles will be mailed to/from Japan through the U.S. Postal System, consigned to the Commander, unit of assignment, or the gaining member, and stored IAW Commander's guidance.
- 12.7. All privately owned firearms must be registered at the installation where owners are assigned (regardless of the firearm's storage location) within 7 days after importation or acquisition.
- 12.8. For more information about importing, exporting, and/or storage of weapons, please contact Security Forces at 226-4358/4359.

### **13. Miscellaneous**

- 13.1. Fitness Center Conduct.
  - 13.1.1. As a common courtesy to other fitness center members, the use of headphones while listening to music is required. Exception: Instructor-led classes such as; aerobic classes, spin classes, etc.
  - 13.1.2. In an effort to maintain a safe and healthy fitness environment, equipment must be wiped down and weights must be put back in their original location after their use.
- 13.2. Dining Facility (DFAC) Dress Code.
  - 13.2.1. Any authorized military uniform combination is appropriate for wear. Air Force PTG is authorized, provided items are not soiled, sweat-soaked or otherwise presenting an unclean image (this also applies to personal physical training attire that meets DFAC dress code requirements).
  - 13.2.2. Civilian attire may be worn, provided that it complies with these Community Standards as well as Air Force values and promotes a respectful environment for all. Any sort of sweaty or soiled clothing is prohibited.
- 13.3. Black Marketing.
  - 13.3.1. SOFA personnel are prohibited from transferring personal property to residents of Japan, except as follows:
    - 13.3.1.1. Personnel are free to transfer personal property purchased on the Japanese economy.
    - 13.3.1.2. Personnel may extend normal social courtesies to friends and acquaintances and may give bona fide gifts of nominal value commensurate with established practice prevailing in Japan.



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- 13.3.1.3. Personnel may transfer items, except tobacco products, which have been in Japan for at least 6 months and are of a value less than 15,000 yen.
- 13.3.2. For all other personal property, including items with a value of 15,000 yen or more, items may only be transferred after a Japanese Customs Form F-1240 has been completed and mailed to the nearest Japanese customs official, and positive steps have been taken to identify the Japanese recipient to reduce the possibility of the recipient giving a fictitious name and address in order to avoid payment of taxes.
- 13.3.3. Violations of this prohibition may result in the loss of AAFES and/or DECA privileges and prosecution by United States or Japanese authorities.

**POC:** Contact the 35th Fighter Wing Commander's Action Group, DSN 226-3124 for specific questions about this NOTAM.

JESSE J. FRIEDEL, Colonel, USAF  
Commander, 35th Fighter Wing



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## Attachment 1

RANK	U.S. AIR FORCE	U.S. NAVY	U.S. MARINE / ARMY	JASDF/JGSDF	JMSDF
0-10	GENERAL <i>Gen</i>	ADMIRAL <i>ADM</i>	GENERAL <i>Gen</i>	GENERAL <i>Gen</i>	GENERAL
0-9	LIEUTENANT GENERAL <i>Lt Gen</i>	VICE ADMIRAL <i>VADM</i>	LIEUTENANT GENERAL <i>LtGen</i>	LIEUTENANT GENERAL <i>LtG</i>	LIEUTENANT GENERAL
0-8	MAJOR GENERAL <i>Maj Gen</i>	REAR ADMIRAL UPPER HALF <i>RADM(U)</i>	MAJOR GENERAL <i>MajGen</i>	MAJOR GENERAL <i>MG</i>	MAJOR GENERAL
0-7	BRIGADIER GENERAL <i>Brig Gen</i>	REAR ADMIRAL LOWER HALF <i>RADM(L)</i>	BRIGADIER GENERAL <i>BGen</i>	BRIGADIER GENERAL <i>BG</i>	BRIGADIER GENERAL
0-6	COLONEL <i>Col</i>	CAPTAIN <i>CAPT</i>	COLONEL <i>Col</i>	COLONEL <i>COL</i>	COLONEL
0-5	LIEUTENANT COLONEL <i>Lt Col</i>	COMMANDER <i>CDR</i>	LIEUTENANT COLONEL <i>LtCol</i>	LIEUTENANT COLONEL <i>LTC</i>	LIEUTENANT COLONEL
0-4	MAJOR <i>Maj</i>	LIEUTENANT COMMANDER <i>LCDR</i>	MAJOR <i>Maj</i>	MAJOR <i>MAJ</i>	MAJOR
0-3	CAPTAIN <i>Capt</i>	LIEUTENANT <i>LT</i>	CAPTAIN <i>Capt</i>	CAPTAIN <i>CPT</i>	CAPTAIN
0-2	1ST LIEUTENANT <i>1st Lt</i>	LIEUTENANT JUNIOR GRADE <i>LtJG</i>	1ST LIEUTENANT <i>1stLt</i>	1ST LIEUTENANT <i>1LT</i>	1ST LIEUTENANT
0-1	2ND LIEUTENANT <i>2nd Lt</i>	ENSIGN <i>ENS</i>	2ND LIEUTENANT <i>2ndLt</i>	2ND LIEUTENANT <i>2LT</i>	2ND LIEUTENANT
WO		WARRANT OFFICER <i>WO 1-5</i>	WARRANT OFFICER <i>WO 1-5</i>	WARRANT OFFICER <i>WO 1-5</i>	WARRANT OFFICER
E-9	CHIEF MASTER SERGEANT <i>CMSgt</i>	MASTER CHIEF PETTY OFFICER <i>MCPO</i>	SERGEANT MAJOR <i>SgtMaj</i>	SERGEANT MAJOR <i>SGM</i>	CHIEF MASTER SERGEANT
E-8	SENIOR MASTER SERGEANT <i>SMSgt</i>	SENIOR CHIEF PETTY OFFICER <i>SCPO</i>	MASTER SERGEANT <i>MSGT</i>	MASTER SERGEANT <i>MSG</i>	MASTER SERGEANT
E-7	MASTER SERGEANT <i>MSGT</i>	CHIEF PETTY OFFICER <i>CPO</i>	GUNNERY SERGEANT <i>GySgt</i>	SERGEANT 1ST CLASS <i>SFC</i>	MASTER SERGEANT
E-6	TECHNICAL SERGEANT <i>TSgt</i>	PETTY OFFICER 1ST CLASS <i>PO1</i>	STAFF SERGEANT <i>SSgt</i>	STAFF SERGEANT <i>SSG</i>	SERGEANT 1ST CLASS
E-5	STAFF SERGEANT <i>SSgt</i>	PETTY OFFICER 2ND CLASS <i>PO2</i>	SERGEANT <i>Sgt</i>	STAFF SERGEANT <i>SGT</i>	SERGEANT 2ND CLASS
E-4	SENIOR AIRMAN <i>SA</i>	PETTY OFFICER 3RD CLASS <i>PO3</i>	CORPORAL <i>Cpl</i>	CORPORAL / SPECIALIST <i>CPL / SPC</i>	CORPORAL
E-3	AIRMAN 1ST CLASS <i>A1C</i>	SEAMAN <i>SN</i>	LANCE CORPORAL <i>LCpl</i>	PRIVATE 1ST CLASS <i>PPC</i>	LEADING SEAMAN
E-2	AIRMAN <i>Amn</i>	SEAMAN APPRENTICE <i>SA</i>	PRIVATE 1ST CLASS <i>PPC</i>	PRIVATE E-2 <i>PE2</i>	SEAMAN
E-1	AIRMAN BASIC <i>AB</i>	SEAMAN RECRUIT <i>SR</i>	PRIVATE <i>Pvt</i>	PRIVATE E-1 <i>PE1</i>	SEAMAN APPRENTICE
	NO INSIGNIA	NO INSIGNIA	NO INSIGNIA	OFFICIAL CADET	OFFICIAL CADET



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## Attachment 2

### Age Matrices

#### Age Matrix for Control of Minor Family Members

Age of Child	Outside Unattended (to include playing)	Left in Car Unattended	Left Without Sitter in Quarters	Left Alone Overnight	Child Sit Siblings	Child Sit Others
Newborn – Age 5	NO	NO	NO	NO	NO	NO
Age 6 *	YES; playground or yard with immediate sight and hearing access to adult supervision.	NO	NO	NO	NO	NO
Age 7 – 8	YES; with DIRECT access to adult supervision.	YES; with keys removed and handbrake applied; 15 minutes max	NO	NO	NO	NO
Age 9 *	YES; may attend Youth Center signing themselves in and out	YES; with keys removed and handbrake applied; 15 minutes max	YES; with ready access (phone number) to an adult supervisor and not longer than 1.5 hours**	NO	NO	NO
Age 10 *	YES	YES; with keys removed and handbrake applied.	YES; with ready access (phone number) to an adult supervisor **	NO	NO	NO
Age 11 *	YES	YES; with keys removed and handbrake applied.	YES; with ready access (phone number) to an adult supervisor **	NO	YES **/**	NO
Age 12 – 15 *	YES	YES	YES	YES; with access to adult supervision. SPONSORS MUST BE IN THE LOCAL AREA ****	YES ***	YES ***
Age 16 – 18 *	YES	YES	YES	YES *****	YES ***	YES ***

**Notes:**  
 \* Walk to/from school unsupervised (Preschool and Kindergarten students, regardless of age, must be escorted to/from school and to/from school buses)  
 \*\* Latchkey training required  
 \*\*\* Red Cross babysitting training strongly recommended  
 \*\*\*\* Local area definition: sponsor must be able to return to Misawa Air Base/community within 12 hours by means other than air  
 \*\*\*\*\* Minors age 16 and up may be left alone for short TDYs or leaves, not to exceed 5 consecutive days. These minors must have some type of adult supervision to make periodic checks. (Any child or children involved in, or documented as, "Misconduct Cases" will not be left alone without adult supervision)

#### Age Matrix for Fitness Centers and Pool

Age of Child	Authorized Activity
Newborn – Age 5	Not permitted in Fitness and Sports Centers except as follows: Permitted in Fitness and Sports Center parent (legal guardian) and child areas for supervised play. Permitted to be a participant (participating in age appropriate programming) or spectator in a sports activity or special event under qualified adult interactive supervision. Interactive supervision requires qualified adult and child to participate in/perform activity together at all times. For Fitness and Sports Center pools, use is permitted during instructional programs, or when under qualified adult interactive supervision.
Age 6 – 12	Not permitted in cardiovascular, sauna, weight equipment rooms, or group exercise rooms during scheduled adult exercise classes. Permitted in other activity areas (i.e. basketball court, racquetball courts, running track, locker room, parent and youth area, etc.) only under qualified adult interactive supervision. Interactive supervision requires qualified adult and child to participate in or perform activity together at all times. Permitted to be a participant (participating in age appropriate programming) or spectator in a sport or special event only under qualified adult interactive supervision. For Fitness and Sports Center pools, use is permitted during instructional programs, or when under qualified adult interactive supervision.
Age 13 – 15	Permitted in cardiovascular, weight equipment, group exercise rooms, locker rooms, saunas, etc., only under qualified adult interactive supervision. Interactive supervision requires qualified adult and child to participate in/perform activity together at all times. Permitted in other activity areas (i.e. basketball court, racquetball court, etc.) only when a qualified adult is present in the facility at all times. <b>Exception:</b> children within this age range are authorized to use the basketball court next to the main entrance of the Potter Fitness Center with or without a qualified adult within the facility. This exception only applies during normal hours of operation. The full-length basketball court, racquetball court, etc. are still off limits when a qualified adult is not in the facility. Permitted to be a participant (participating in age appropriate programming) or spectator in a sport or special event when a qualified adult is present in the facility at all times. For Fitness and Sports Center pools, use is permitted during instructional programs, or when a qualified adult is present in the facility at all times.
Age 16 and Over	Permitted in all areas of the Fitness and Sports Center without a qualified adult. *

**Note:**  
 \* For the purposes of this attachment, a "qualified adult" is a parent, legal guardian, qualified family member program (FMP) staff member, qualified child and youth program personnel Fitness and Sports Center personnel conducting a program, or coach. AFI 34-144, Child and Youth Programs, provides further guidance.



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### Age Matrix for the Weasels' Den Recreation Facility

Age of Child	Children's Play Area	Game Area
Newborn – Age 4	Direct Parent/Guardian supervision required. Youth must not exceed age or height restriction for individual play structures.	Direct Parent, Guardian required to supervise
Age 5 – 9	Direct Parent/Guardian supervision required. Youth must not exceed age or height restriction for individual play structures.	Direct Parent, Guardian required to supervise
Age 10 – 12	Direct Parent, Guardian, or Sibling age 16 or older (1:2 ratio) required to supervise. Youth must not exceed age or height restriction for individual play structures.	Direct Parent, Guardian, or Sibling age 16 or older (1:2 ratio) required to supervise
Age 13 – 15	Only allowed in area when directly supervised and playing with youth 12 years and younger. Doesn't included eating or party areas.	Unrestricted
Age 16 – 18	Only allowed in area when directly supervising youth 12 years and younger. Doesn't included eating or party areas.	Unrestricted

### Age Matrix for All Other 35th Force Support Squadron Recreational Facilities

Age of Child	Golf Course (Play)	Skills Development	Paintball	Base Beach	Outdoor Rec Trips
Newborn – Age 5	Unauthorized	Unauthorized	Unauthorized	Direct parent/guardian supervision required.	Direct parent/guardian supervision required.
Age 6 – 7	Direct parent/guardian supervision required.	Unauthorized	Unauthorized	Direct parent/guardian supervision required.	Direct parent/guardian supervision required.
Age 8 – 9	Direct parent/guardian supervision required.	Unauthorized	Direct parent/guardian supervision required.	Direct parent/guardian supervision required.	Direct parent/guardian supervision required.
Age 10 – 11	Direct parent, Guardian, or Sibling age 16 or older (1:2 ratio) required to supervise.	Direct parent/guardian supervision required. Cannot operate power equipment.	Direct parent/guardian supervision required.	Direct parent/guardian supervision required.	Direct parent/guardian supervision required.
Age 12	Direct parent, Guardian, or Sibling age 16 or older (1:2 ratio) required to supervise.	Direct parent/guardian supervision required. Cannot operate power equipment.	Direct parent, Guardian, or Sibling age 16 or older (1:2 ratio) required to supervise.	Direct parent/guardian supervision required.	Direct parent/guardian supervision required.
Age 13 – 15	Unrestricted	Direct parent/guardian supervision required. Cannot operate power equipment.	Parent/guardian must attend safety brief with player and co-sign safety card annually.	Direct parent/guardian supervision required.	Direct parent/guardian supervision required.
Age 16 – 17	Unrestricted	Parent/guardian written permission required.	Parent/guardian must attend safety brief with player and co-sign safety card annually.	Unrestricted. For power boat rental: licensed operator under direct supervision of licensed parent/guardian required.	Direct parent/guardian supervision required.
Age 18	Unrestricted	Unrestricted	Unrestricted	Unrestricted	Unrestricted



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**Attachment 3**

**Road Conditions**

**Road Condition GREEN** ■: There is no indication of weather hazards, regular driving conditions exist.

**Road Condition YELLOW** ■: Use caution while driving. Recommend reducing your speed below the posted speed limit by 10 KPH. Watch for black ice, do not make abrupt stops or turns and increase your stopping/following distances. Personnel should leave their dwellings with ample timing and drive with extra caution to ensure they are present for duty at the normal time unless otherwise directed.

**Road Condition RED** ■: Driving conditions and roadways are extremely hazardous. Use extreme care while driving and expect hazardous road surfaces, severely restricted visibility, and/or very low temperatures. Reduce speeds to 25 KPH (or below 25 KPH if the posted limit is lower). Some roads may be uncleared, one-way traffic or even closed. Unit commanders may direct additional instructions or measures for their personnel.

**Road Condition BLACK** ■: By order of the 35 FW/CC, driving on Misawa Air Base roadways is restricted to mission essential personnel only. Additional vehicle traffic will prohibit snow removal and interfere with emergency response efforts.

**Additional Measures:**

- 1 Hr duty delay
- 2 Hr duty delay
- 3 Hr duty delay
- 4 Hr duty delay
- FW/CC has authorized Sq Commanders to determine when to release their personnel
- FW/CC directed early release



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## Attachment 4

### Links to Reference Material

#### **35 FW NOTAMs**

<https://misawa.eis.pacaf.af.mil/35FW/35%20FW%20NOTAMs/CY21%20NOTAMS>

#### **CI Protection Memo**

[https://misawa.eis.pacaf.af.mil/35FW/35FW-IP/Unit%20Commander%20Toolbox/7.%20Operations%20Security/\(FOUO\)%2035%20FW%20Critical%20Information%20List%20\(CIL\)%20Mar%202020.pdf](https://misawa.eis.pacaf.af.mil/35FW/35FW-IP/Unit%20Commander%20Toolbox/7.%20Operations%20Security/(FOUO)%2035%20FW%20Critical%20Information%20List%20(CIL)%20Mar%202020.pdf)

#### **DoDI 1020.03. Harassment Prevention and Response in the Armed Forces**

<https://www.esd.whs.mil/Portals/54/Documents/DD/issuances/dodi/102003.pdf>

#### **AFI 36-2706. Air Force's Equal Opportunity Program**

[https://static.e-publishing.af.mil/production/1/af\\_a1/publication/afi36-2706/afi36-2706.pdf](https://static.e-publishing.af.mil/production/1/af_a1/publication/afi36-2706/afi36-2706.pdf)

#### **35 FWI 51-901. Misawa Conduct Adjudication Program**

<https://static.e-publishing.af.mil/production/1/35fw/publication/35fwi51-901/35fwi51-901.pdf>

#### **USFJ Liberty Order**

<https://usfj.dod.afpims.mil/Liberty-Order/>

#### **AFI 34-219. Alcoholic Beverage Program**

[https://static.e-publishing.af.mil/production/1/af\\_a1/publication/afi34-219/afi34-219.pdf](https://static.e-publishing.af.mil/production/1/af_a1/publication/afi34-219/afi34-219.pdf)

#### **AFI 48-104. Tobacco Free Living**

[https://static.e-publishing.af.mil/production/1/af\\_sg/publication/afi48-104/afi48-104.pdf](https://static.e-publishing.af.mil/production/1/af_sg/publication/afi48-104/afi48-104.pdf)

#### **AFI 32-6000. Housing Management**

[https://static.e-publishing.af.mil/production/1/af\\_a4/publication/afi32-6000/afi32-6000.pdf](https://static.e-publishing.af.mil/production/1/af_a4/publication/afi32-6000/afi32-6000.pdf)

#### **Joint Travel Regulations**

<https://www.defensetravel.dod.mil/site/travelreg.cfm>

#### **35 CES Housing Brochure**

[https://www.housing.af.mil/Portals/79/documents/Misawa/35%20CES%20Housing%20Pamphlet\\_Nov%202019-Final.pdf?ver=2019-12-02-083530-917](https://www.housing.af.mil/Portals/79/documents/Misawa/35%20CES%20Housing%20Pamphlet_Nov%202019-Final.pdf?ver=2019-12-02-083530-917)

#### **PACAF HRA Guide**

[https://hickam.eis.pacaf.af.mil/HQ%20PACAF/Staff/SE/Occupational\\_Safety/Shared%20Documents/High-Risk%20Activities/PACAF%20HRA%20Guide%20FY16%20Update\\_27Apr16\\_signed.pdf](https://hickam.eis.pacaf.af.mil/HQ%20PACAF/Staff/SE/Occupational_Safety/Shared%20Documents/High-Risk%20Activities/PACAF%20HRA%20Guide%20FY16%20Update_27Apr16_signed.pdf)

#### **USFJI 31-207. Firearms and Other Weapons in Japan**

[https://yokota.eis.pacaf.af.mil/USFJ/References/Shared%20Documents/31-207%20\(USFJI\).pdf](https://yokota.eis.pacaf.af.mil/USFJ/References/Shared%20Documents/31-207%20(USFJI).pdf)

#### **Misawa Air Base Directory**

[https://www.misawa.af.mil/Portals/41/documents/Contact\\_Us/2017%20Misawa%20Air%20Base%20Phone%20Directory.pdf](https://www.misawa.af.mil/Portals/41/documents/Contact_Us/2017%20Misawa%20Air%20Base%20Phone%20Directory.pdf)