



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

14 Jul 2020

MEMORANDUM FOR TRANSIENT AIRCREW

FROM: 35 FW/CC

SUBJECT: Misawa AB Transient Aircrew Order for COVID-19 Response/Prevention

- References: (a) AMC FCIF 20-03-07, Updated Aircrew Operations COVID-19 Guidance, 17 Mar 20
(b) 515th Air Mobility Operations Wing Memo, AMC Aircrew Procedures at Pacific Enroute Locations to Reduce the Spread of COVID- 19, 23 Mar 20
(c) US Forces Japan Force Health Protection Order 20-002, 10 Jun 20
(d) 35 FW 10-2608 DCP (June 2017), Pg. 98-99; Ch 3-4.
(d) 35 FW Crisis Action Team Directive 33 – COVID19 TDY Members Base Policy Review
(e) Memo for TDY Members at Misawa AB

1. IAW above guidance, Misawa AB implemented several measures to respond to the expanding COVID-19 global pandemic. These measures are intended to minimize the risk to mission and personnel associated with transient aircrew operations at Misawa AB regardless of aircraft origination, destination, or nationality. The term transient aircrew also applies to associated support personnel (i.e. maintenance members). **All transient aircrew operating on Misawa AB are restricted to Misawa AB only and will adhere to the measures contained below.**

2. Command and Control: All transient flights arriving to Misawa AB (ICAO: RJSM) will contact Misawa Command Post (35 FW/CP), 30 minutes prior to arrival and report if any crew, cabin attendants, or passengers are exhibiting symptoms of respiratory illness and/or fever.

- If the CP is notified of an ill individual on the plane, they will request an ambulance to be dispatched to the plane. CP will also notify the Public Health Emergency Officer (PHEO) and Public Health Office. Passengers/aircrew will not deplane. The ill individual will be triaged by a medic. No individuals other than medical will be allowed to board the aircraft until released by the PHEO. The PHEO will determine disposition of the passengers/aircrew (e.g. quarantine vs. self-observation) and when they are medically cleared to deplane.

- If symptoms aren't present, all arriving aircrew that will disembark and remain overnight,

regardless of origin, must contact the 35 FW/CP Commercial: 0176-77-9899 or DSN 315-226-9899 and the 35th EOC COVID Support Cell at DSN 315-226-9807. The aircraft commander or designated crew member will report to 35 FW/CP to receive and sign acknowledgment of this memorandum and brief all their members.

3. **Medical Screening:** All outbound crews will be screened by 35th Wing Medical Group, including a questionnaire and temperature check. Medical personnel will provide further guidance if any aircrew member presents symptoms of COVID-19.
4. **Transportation:** 35th Logistics Readiness Squadron will provide buses for dedicated transient aircrew movement (28-passenger and 44-passenger buses as required). Each vehicle is cleaned IAW CDC guidance after each crew run, and the first two rows are roped off for social distancing. Vehicle operators will not remain onboard during crew loading/unloading. Ground Transportation will only take aircrew from the aircraft to Base Operations (as required) and then lodging (and reverse order for departure). No additional stops are authorized.
5. **Lodging:** Unless billeting is full, aircrew will be billeted on base at Misawa Inn. Crews will not enter Misawa Inn front desk lobby in an effort to avoid exposure to Lodging staff. If members require items, they are to call the Front Desk first. Lodging ATM will not be utilized. Lodging check-in will be done through the Command Post mission commander briefing. If billeting is full, then the aircrew will stay in tower 1936. Crews and all of their associated support personnel are only permitted to briefly exit their rooms for outdoor physical exercise and laundry (with appropriate sanitization of any shared surfaces afterwards). **Crews are not permitted to enter any public facilities on Misawa AB (i.e. Commissary, Base Exchange, Gym etc.).** Transient members will maintain social distancing at all times and avoid any close personal contact while performing the aforementioned activities outside of their rooms. Wear of cloth face mask is required at all on base facilities and will be worn if social distancing cannot be maintained.
6. **Visiting TDY personnel** that are permanently stationed at another military installation within Japan and arrive via military aircraft (“Gray-Tail Travel”) will not be subject to 14 days of admin ROM. All other visiting TDY members must undergo 14 days of admin ROM prior to being authorized on-base liberty. The sponsoring unit for TDY members will ensure the EOC is notified of all TDY members currently in admin ROM. The sponsoring unit will also ensure the ROM member’s health and welfare are taken care of (meals, hygiene items, etc.) and all current CATDs are read and adhered to, in accordance with CATD 33(d) and “Memo for TDY Members at Misawa AB”.
7. **Food Support:** Due to the heightened risk of spreading COVID-19, food options are limited. Crews are restricted to delivery only via AAFES food outlets on base through coordination with 35th EOC COVID Support Cell.
8. Currently, Misawa AB is operating under a declared public health emergency. If you are discovered outside your isolation location during your stay on Misawa AB, 35th Security Forces may stop you, obtain your identification, direct you to return back to your isolation location and/or detain you, if deemed necessary. Violations of any rules found in

this order, or any other COVID-19 measures in place at Misawa AB will not be tolerated. Violations by DoD uniformed personnel are violations of Article 92, UCMJ – Failure to Obey a Lawful Order, and may result in administrative, non-judicial punishment, or punitive action. Violations by anyone present on Misawa AB who are not subject to the UCMJ may be detained until civil authorities can respond, may be subject to administrative action including but not limited to early return of dependents, denial of base access, debarment from the installation, or referral to the Misawa Civilian Adjudication Program.

9. Misawa AB is committed to providing continued exceptional support to all transient aircrews. I acknowledge these measures levy a burden on aircrews; however, they are designed to keep the mission moving and safeguard the greater Misawa AB and Japanese population.

10. If you have any questions or need additional guidance, please call the numbers listed below. Points of Contact: 35 FW/CP; DSN 315-226-9899 or 315-226-9807; 35 LRS Ground Transportation Operation Center.

JESSE J. FRIEDEL, Colonel, USAF
Commander

1st Ind., MEMORANDUM FOR TRANSIENT AIRCREW, dated 13 Jul 20

FROM: 35 FW/CP

MEMORANDUM FOR: 35 FW/CC

I was provided a copy of this memorandum at approximately _____ hours on _____. I understand that that myself and crew (to include associated support i.e. maintenance members) will abide procedures and COVID measures presented in this memorandum.

SIGNATURE OF RECIPIENT

SIGNATURE OF NOTIFIER