



WEASEL NOTAM – 35FW-16-23
Leave and Pass Policy
28 July 2025



PURPOSE: To inform military members of the 35th Fighter Wing Leave and Pass Policy.

COMMANDER'S INTENT: Encourage military personnel to take advantage of travel opportunities throughout Japan while maintaining personnel accountability and mission readiness.

BACKGROUND: Military leave and passes are an important part of Airmen regeneration and maintaining readiness. While stationed in Japan, Airmen should take advantage of leave and passes in order to experience as much of the culture as possible. We must balance these travel opportunities with mission requirements, maintaining personnel accountability, and operational readiness at all times. That said, all leave, and passes must comply with DAFI 36-3003, *Military Leave Program*.

IMPLEMENTATION:

1. Regular and special passes are limited to mainland Japan, defined as the main islands from Hokkaido to Kyushu, excluding Okinawa. Travel outside of this area requires the member to take leave. Per DAFI 36-3003, leave must begin and end in the local area, the place where the member lives and from which they commute to their duty station.
2. Additionally, when members travel overnight outside the local Misawa area (defined as the Tohoku Region, which includes Aomori, Iwate, Akita, Miyagi, Yamagata, and Fukushima Prefectures), they must submit their travel plan and contact information to their supervisors in advance. Supervisors will only approve the travel if the member can reliably return before the next duty day.

APPLICABILITY: This order is applicable to all military personnel assigned to Misawa Air Base, including Reserve personnel when serving in a Reserve capacity, National Guard personnel on Title 10 status, and personnel in a TDY/TAD, deployed, leave, or pass status. This order is effective 28 July 2025 and shall remain in effect until modified or rescinded. This is a lawful order punishable under Article 92 of the Uniform Code of Military Justice.

POC: If you have any questions relating to this NOTAM, please contact the Military Personnel Section Superintendent at DSN 226-5450.

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PAUL T. DAVIDSON, Colonel, USAF
Commander, 35th Fighter Wing

Attachment:
Region and Prefectures of Japan

Regions and Prefectures of Japan

