



## DEPARTMENT OF THE AIR FORCE PACIFIC AIR FORCES

24 March 2021

MEMORANDUM FOR ALL YOKOTA AIR BASE PERSONNEL

FROM: 374 AW/CC

SUBJECT: Yokota Air Base Restriction of Movement (ROM) Policy

References: (a) Office of the Under Secretary of Defense, 29 December 2020, *Force Health Protection Guidance (Supplement 14) – Department of Defense Guidance for Personnel Traveling During the Coronavirus Disease 2019 Pandemic*  
(b) United States Forces Japan (USFJ), 4 February 2021, *Force Public Health (FPH) Order 21-002*  
(c) USFJ, 8 March 2021, *FRAGORD 001 to Force Public Health (FPH) Order 21-002*

1. This policy establishes **mandatory** guidance for any person accessing this installation. This policy is supplemental to any orders or guidance from USFJ or other higher headquarters. Additionally, this policy provides guidance to U.S. military members, members of the civilian component, contractors, dependents of these personnel, all Host-Nation (HN) employees such as Master Labor Contract (MLC) and Indirect Hire (IHA) individuals, and any other individual attempting to access the installation such as DoD retirees. This policy does not apply to transient aircrew who are covered under a separate policy. **The local area for this policy is defined as the country of Japan.** Violations of this policy by military personnel could subject them to punishment under Article 92, UCMJ. Failure to comply by SOFA-status members of the civilian component, SOFA-status contractors, and SOFA-status dependents may result in disciplinary/administrative action up to and including loss of command sponsorship, an early return of dependents, or debarment and/or a determination that the employee has failed to adjust to the overseas environment.

### 2. ROM Defined:

a. **SOFA-status Personnel:** ROM for SOFA-status personnel is defined as being restricted to their residence or other appropriate domicile for a specific period of time listed below after their arrival into Japan or until cleared by medical authorities. Personal, non-mission essential travel within the local area of Japan is exempted from triggering any ROM requirements. Commanders and supervisors are required to conduct a risk assessment for any member taking leave per references (a) and (b) cited above. SOFA-status personnel include but are not limited to U.S. military members, U.S. civilian employees, SOFA-status contractors, and dependents of any SOFA-status personnel stationed in Japan. Residence or domicile refers to all living quarters and includes buildings such as homes (single, duplex, multiplex), on-base dormitories, apartments, and on-base lodging. Personnel are prohibited from conducting a ROM in a

dormitory with a shared bathroom. Off-base lodging in Japanese hotels for ROM is also prohibited.

- 1) **Vaccinated SOFA-status personnel:** All DoD uniformed personnel, members of the civilian component, and individuals with SOFA-status arriving in Japan from another country that are fully vaccinated (14 days after a 2 dose series or single dose vaccine) shall travel directly to their domicile and will, at a minimum, conduct a working ROM for a period of 7 days and have a negative viral test (Antigen or PCR) upon completion of ROM. This will be followed by a 7 day period (days 8 through 14) of restriction to their associated U.S. installation for a total of 14 days of ROM. The following procedures apply:
  - a. Any travelers wishing to take advantage of this reduced ROM policy must provide proof of vaccination status to their unit travel coordinator, First Sergeant, or other personnel designated in writing to perform this function. All travelers will carry a physical or electronic copy of their completed vaccination card or other medical record of vaccine administration for verification on arrival. Commands who appropriately verify vaccination status may choose to allow their personnel to conduct the prescribed ROM above instead of the policy for unvaccinated personnel.
  - b. The individual must remain asymptomatic for the duration of the 14 day ROM period. If symptoms occur, the individual will coordinate with the Yokota Public Health team and follow COVID-19 procedures for testing and subsequent isolation/quarantine if required.
  - c. The initial 7 day Working ROM starts from the day following arrival into Japan and ends on the 7th day at the same hour as arrival.
  - d. Working ROM procedures during the initial 7 days:
    - i. Working ROM is an available option only to SOFA-status employees of the U.S. government (e.g. DoD uniformed personnel, and members of the civilian component) assigned to a U.S. installation.  
**Dependents who are vaccinated will still be restricted to their domicile for the first 7 days after arrival in Japan.**
    - ii. Working ROM personnel will proceed to and from their place of work and their domicile via POV or GOV (use of mass transit, cycling, or walking off installation is prohibited).
    - iii. Vaccinated individuals in a Working ROM should be in a separate work environment from unvaccinated individuals to the maximum extent possible. In all instances, they will maintain social distancing with other employees.

- iv. Working ROM personnel shall not use dine in or take out options for the duration of the working ROM period but they may utilize food delivery services when contactless options are available.
  - v. Individuals in Working ROM will be kept separated from the general base population and will not leave their assigned work location to conduct morale, welfare, or administrative tasks (i.e. shopping at the exchange, travel claim processing, indoctrination briefings, housing appointments, etc.).
- e. On or after day 5 of the Working ROM, all individuals will be required to take a PCR or Antigen test and be in receipt of a negative test result to complete the initial 7 day Working ROM. If the test result is positive for a variation of COVID, the individual(s) will conduct isolation/quarantine procedures.
  - f. For those whose domicile is off-installation, personnel must remain either in their domicile or on their assigned installation. Travel may be conducted in a direct route between the two via POV/GOV during the full 14 days after arrival in country. Use of mass transit, cycling, or walking is not authorized between domicile and installation during the 14 day period.
  - g. Upon completion of the initial 7 day working ROM individuals may have access to all on-installation facilities starting on day 8 through day 14. Vaccinated dependents will also have full access to the installation upon completion of an initial 7 day ROM with negative test conducted between days 5 and 7. After completion of the entire 14 day period with no symptoms or positive tests, individuals may have access to activities within the local community off-base.
- 2) **Unvaccinated SOFA-status personnel:** All DoD uniformed personnel, members of the civilian component, and individuals with SOFA-status arriving in Japan from another country that are not fully vaccinated shall travel directly to their domicile and remain there for a ROM period of 10 days. This will be followed by a 4 day period (days 11 through 14) of restriction to their associated U.S. installation for a total of 14 days of ROM. The following conditions apply during ROM:
- a. The individual must remain asymptomatic for the duration of the 14 day ROM period. If symptoms occur, the individual will coordinate with the Yokota Public Health team or other competent medical authority and follow COVID-19 procedures for testing and subsequent isolation/quarantine if required.
  - b. The initial 10 day ROM starts from the day following arrival and ends on the 10th day at the same hour as arrival.

- c. On or after day 8 of ROM, all individuals will be required to have a negative PCR or Antigen test to complete the initial 10 day ROM.
- d. Personnel residing off-installation, must remain in their domicile for the full 10 days except to complete ROM exit testing requirements.
- e. Days 11 through 14, the individual may have access to all on-installation facilities. For those whose domicile is off-installation, they must remain either in their domicile or on their assigned installation, or travel in a direct route between the two in a POV/GOV (use of mass transit, cycling, or walking is not authorized between domicile and installation). After completion of the entire 14 day period with no symptoms or positive tests, individuals may have access to activities with the local community off-base.
- f. When family members live in the same household and only some family members are vaccinated, the vaccinated members follow the vaccinated policy and the unvaccinated members follow the unvaccinated policy. Only family members can co-mingle with people of different vaccination status. Single Airmen living in a dormitory with shared bathrooms still may not complete ROM with other Airmen.

b. **Non-SOFA Status Personnel:** ROM for non-SOFA status personnel is defined as being denied entry to the installation for a period of 14 days after arrival in Japan or until cleared by medical authorities. Non-SOFA status personnel include but are not limited to DoD retirees and Host-Nation (HN) employees such as Master Labor Contract (MLC) and Indirect Hire (IHA) individuals. Non-SOFA status personnel are prohibited from accessing the installation while in ROM status. Non-SOFA status personnel that reside on Yokota Air Base (e.g. JASDF) are authorized to ROM at their on-base residence.

3. **Exceptions to ROM:** ROM, when properly done, is the most effective measure to preventing community spread of the COVID-19 virus. Personnel will not leave their residence or domicile while in ROM unless in an approved Working ROM status or for one of the following reasons. **All personnel utilizing an exception to ROM must wear a mask at all times while outside of their residence or domicile:**

- a. A brief exit of their residence or domicile to do an activity of short duration such as laundry either in or immediately near their residence or domicile (any shared facility should be appropriately sanitized and cleaned after use);
- b. To take a pet for a walk near their residence or domicile **while maintaining six feet of distance from all other personnel not in their family;**
- c. A wellness break taken in the yard immediately surrounding their residence or domicile (this does not include use of any community playgrounds or on-base shopping facilities);
- d. To conduct an end-of-ROM COVID-19 test;

- e. For personnel with a Permanent Duty Station (PDS) of other than Yokota Air Base, personnel may transport to either another USFJ facility, residence, or domicile via a USFJ vehicle or to the Yokota Air Base passenger terminal solely when anticipating military or military contracted airlift to another USFJ facility; or
- f. In the case of a medical emergency or fire in the residence/domicile.
- g. **For vaccinated personnel completing their ROM period in a residence or domicile on Yokota Air Base ONLY, they may also conduct outdoor exercise activities such as running, walking, or riding a bicycle outdoors so long as they maintain six feet of distance from all other personnel not in their family and wear a mask. These personnel are still prohibited from entering any base fitness facility or using the running track beside the Samurai fitness facility until successfully completing their initial ROM period with a negative viral test as described in paragraph 2.a.1) above.**

4. **Strict social distancing (6 feet of distance from all other personnel) will be maintained whenever any activity is undertaken outside of the residence or domicile.** The CDC defines *social distancing* as "remaining out of congregate settings, avoiding mass gatherings, and maintaining distance (approximately 6 feet or 2 meters) from others ....". Personnel in ROM are prohibited from accessing all public locations on-base (e.g., commissary, exchange, shoppettes, fitness centers, or other locations reasonably expected to have other people present) until in their re-acclimation period mentioned above. Personnel in ROM are prohibited from accessing all public locations off-base until after 14 days in Japan.

5. **Self-Monitoring During ROM:** During ROM personnel will self-monitor for COVID-19 symptoms. This includes, where able, taking their temperature twice a day to check for fever, and remain alert for cough or difficulty breathing. If you feel feverish or develop a fever (>100.4 Fahrenheit or 38 Celsius), cough, or difficulty breathing, you should self-isolate and contact a healthcare provider by calling the medical group response line at **DSN 225-8864 option 7 or 042-552-2510 extension 58864 option 7. DO NOT report to a medical treatment facility if experiencing COVID-19 symptoms unless directed to do so by medical authorities.**

6. **Reporting ROM:** Yokota Air Base has a 100% ROM tracking policy. You must ensure your sponsor or a base representative reports your ROM status in accordance with USFJ and base policy. Failure to report ROM status may result in an extended ROM period or other disciplinary or administrative action. For transient personnel or contractor personnel with no known sponsor or point of contact, report your arrival and ROM status to the front desk of the Kanto Lodge. Upon receipt of this policy, you are required to indorse it, and if you have household members, select a ROM option as discussed in paragraph 7.

7. Units will coordinate with individuals in ROM status to ensure they have an adequate food and water supply and other necessary items. This includes supplies to clean frequently-used surfaces and maintain household hygiene, such as regular multi-surface cleaner, paper towels, toilet bowl cleaner with brush, laundry detergent, dish soap and sponge, etc. It also includes

personal hygiene items, in addition to items to reduce the spread of the virus and monitor for infection, all of which are subject to availability.

8. Any request to perform a ROM not in compliance with the procedures mentioned above will require an Exception to Policy (ETP) sent to their respective USFJ Service Component Commander or USFJ Service Component Deputy Commander at the General Officer level. These requests are limited to needs based on operational impacts and humanitarian reasons. ETP requests for morale or quality of life purposes will not be considered.
9. If you have any questions, please contact your squadron commander for further guidance.

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