



ROM

Restriction of Movement HANDBOOK



Yokota Air Base, Japan

A reference handbook for new arrivals to Yokota Air Base, Japan, including policy, guidelines, resources and what to expect throughout the 14-day ROM period.



YOKOTA AIR BASE ROM HANDBOOK



Col Andrew J.
Campbell Commander,
Yokota AB

WELCOME TO JAPAN

On behalf of the U.S. Forces Japan, it is our pleasure to welcome you to Yokota Air Base. We are excited to have you as a member of Team Yokota. This will be a unique and rewarding assignment as our team is a dynamic and critical piece to operations across the Pacific.

Our team is working around the clock to make the arrival and ROM process as seamless as possible without sacrificing safety for you, your family, and every other member of the team.



CMSgt John E. Payne
Command Chief,
Yokota AB

Due to COVID-19, anyone arriving from outside Japan or the defined local area must spend their first 14 days in a Restriction of Movement. ROM is a mandatory step to ensuring you or your family members have not contracted COVID-19 and will not spread it on our installation or within Japan. Those who are on restriction of movement orders cannot leave their room or quarters during the 14-day period except for approved exceptions outlined in the ROM policy letter. This handbook will answer many of the questions you may have regarding ROM. Please familiarize yourself with this handbook and the Yokota Installation ROM policy letter found on the Yokota website, www.yokota.af.mil/Covid-19.

Failure to comply with these policies may subject you to punishment under the Uniform Code of Military Justice if you are a military member, and for our civilian employees and dependents, failure to comply could result in revocation of command sponsorship, early return of dependents, or denial of access to Yokota Air Base.

Your safety and health is critically important to our mission and to keeping Team Yokota safe. We realize that being subject to ROM can be mentally taxing, and we thank you for your patience and understanding as you bear with us in this process.

TABLE OF CONTENTS

- OVERVIEW OF ROM PROCEDURES
- LANDING IN JAPAN
- ENTERING ROM
- DAY-TO-DAY LIFE IN ROM
- OUT PROCESSING ROM
- NOTES / RESOURCES



OVERVIEW OF ROM PROCEDURES

Please ensure your CSS or First Sergeant is notified on the day you arrive and begin ROM.

**YOKOTA AIR BASE
(PATRIOT EXPRESS)**



**HANEDA / NARITA AIRPORT
(COMMERCIAL AIR)**



Medical Screening/Testing

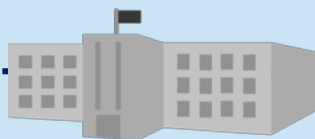


Greeted and escorted
by shuttle or by Sponsor Escort

NEWLY ARRIVING TO JAPAN (PCS) UNACCOMPANIED



Movement to ROM facility
or Quarters



Begin 14-day ROM



Complete COVID test on
or after 10 day of ROM



14 days complete AND
negative COVID test



Exit ROM

NEWLY ARRIVING TO JAPAN (PCS) ACCOMPANIED



Movement to Kanto Lodge
or Quarters



Begin 14-day ROM



Complete COVID test on
or after 10 day of ROM



14 days complete AND
negative COVID test



Exit ROM

RETURNING TO JAPAN (LEAVE/TDY)



Movement to Quarters



Begin 14-day ROM



Complete COVID test on
or after 10 day of ROM



14 days complete AND
negative COVID test



Exit ROM

COORDINATE WITH YOUR UNIT/SPONSOR IN ADVANCE OF YOUR ARRIVAL TO CONFIRM YOUR ARRIVAL PLAN.
ONCE YOU ARRIVE, COORDINATE WITH YOUR SPONSOR OR UNIT POC TO SCHEDULE YOUR COVID TEST TAKEN ON OR AFTER DAY 10 OF ROM.



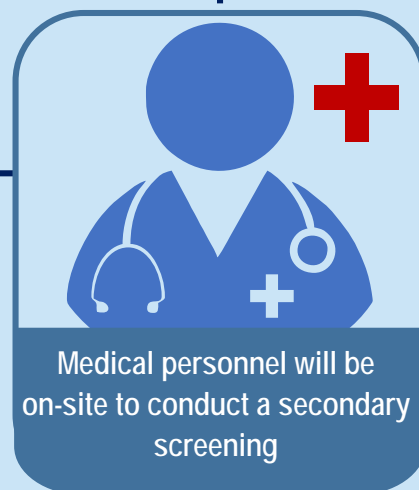
LANDING VIA COMMERCIAL AIR



New arrivals will clearly identify and seek out "SOFA" handling to be escorted to a screening area for a temperature check and questionnaire.

For those above
100.4°F (38°C)

All personal baggage will be held during screening. After travelers are complete with medical screening, baggage will be released to travelers for the normal customs process.



Japan Customs



Shuttle

OR



Sponsor Escort



Yokota AB

NOTE: Individuals who receive a NEGATIVE COVID-19 test at the airport are still REQUIRED to complete 14 days of ROM and take another COVID test on Day 10 of ROM. SOFA travelers may proceed to Mil transport and are not required to wait in holding area for COVID-19 testing results.



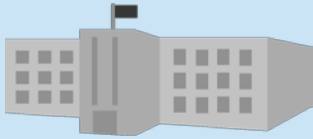
Important Phone Numbers:

Yokota Passenger Terminal: 011-81-3117-55-7111

Yokota FSS Vehicle Operations: 001-81-3117-55-7720



ENTERING ROM



ROM Lodging or
Quarters

ALL INDIVIDUALS MUST COMPLETE A MINIMUM OF 14 DAYS IN ROM AND RECEIVE A NEGATIVE COVID-19 TEST BEFORE RELEASE FROM ROM.

ALL INDIVIDUALS MUST WORK WITH THIS SPONSOR TO SCHEDULE A COVID-19 TEST ON OR AFTER DAY 10 OF ROM.



No face to face contact will be allowed with anyone outside of medical personnel.



Your room has been disinfected prior to your arrival in accordance with guidelines for preventing the spread of COVID-19.



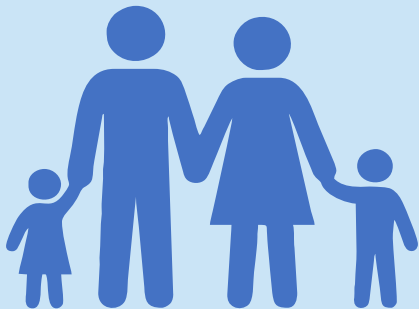
Wi-Fi will be available in almost all ROM facilities. In the rare case that Wi-Fi is not available, please work with your sponsor. Charges may apply in some locations.

Contact Allied Telesis for an access code if in gov dorm. To contact them dial:

Japanese cell phone 042-552-2510 ext 97411.

US cell phone 1-415-692-8300.

It is recommended that members download messaging platforms like WhatsApp, Google Hangouts, etc. to facilitate contact with CONUS family members and military sponsors.



Unaccompanied Airmen (E-6 and below) will be placed on meal card and their units or sponsors are expected assist with any meals or groceries

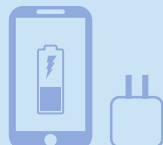
Accompanied members arriving with dependents staying in the Kanto Lodge will receive per diem. Members will still need to coordinate any meals or groceries with their unit or sponsor

Units or sponsors are expected to assist with any meals or groceries.

RECOMMENDED PACKING LIST • ITEMS NOT PROVIDED



HYGIENE KIT



TABLET/PHONE W/ CHARGER



PRESCRIPTIONS



BABY REQUIREMENTS



DIAPERS

WIPES



FORMULA



14 DAYS WORTH OF CLOTHES



CLOROX WIPES



DIETARY ITEMS

NOTE: INDIVIDUALS SHOULD COORDINATE WITH THEIR SPONSOR OR UNIT FOR DELIVERY OF NEEDED ITEMS



DAY-TO-DAY LIFE IN ROM



WHAT TO DO IF I'M SICK

Do **NOT** go to urgent care!
You are required to contact medical personnel once you experience any signs or symptoms.



DSN: 315-225-8864

Cell: 042-552-2510

COVID-19 SYMPTOMS:

- Fever
- Chills
- Muscle ache
- Headache
- Diarrhea
- Sore throat
- Loss of taste/smell
- Cough
- Difficulty breathing
- Shortness of breath

Unaccompanied Airmen (E-6 and below) will be provided three hot meals per day from the DFAC coordinated through Unit Sponsor or First Sergeant.

Accompanied Airmen and GS Civilians can receive hot meals from the DFAC at own expense. Delivery should be coordinated through Unit Sponsor.

Food from the Samurai Cafe can be picked up between the following hours 7 days a week:

Breakfast: 5:30-8:00 a.m.

Lunch: 11:00 a.m.-1:00 p.m.

Dinner: 5:00-8:00 p.m.



Personnel will not leave their domicile (lodging room is considered a domicile) while in ROM except for the following reasons:

- An activity of short duration either in or immediately near their domicile such as laundry, any shared facility should be sanitized after use.
- Taking a pet for a short walk near their domicile.
- A wellness break taken in the yard immediately surrounding your domicile. This does not include playgrounds or shopping facilities.
- Medical emergency or fire or to conduct an end-of-ROM COVID-19 test.
- USFJ transport for personnel with a Permanent Duty Station other than Yokota Air Base.

Food Delivery options

You may also order takeout for delivery from restaurants on the installation. Orders will be delivered straight to your door from the respective dining service.

Visit: www.yokotafss.com/dining or www.aafesprem.imenu360.com/mainland-Japan.html to order.



You can coordinate through Unit Sponsor to purchase any items from Yokota exchange and commissary during your stay.



A Chaplain is available 24/7 at 225-3740 or 042-507-6550

A Military and Family Life Counselor (MFLC) is available during normal duty hours.
MFLC: 080-7944-1010/2959

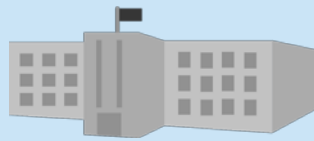
Individuals can request items from the loan locker at AFRC by contacting your sponsor. The sponsor would pick up items and deliver it to the individual in ROM.



CALLING A DSN FROM JAPAN CELL:
START WITH 046-407+LAST 4 DIGITS OF THE DSN LINE



OUT PROCESSING ROM



ROM Facility



Quarters



14 days complete AND
Negative COVID test result

CLEARING CHECKLIST



MUST COMPLETE 14-DAYS OF ROM



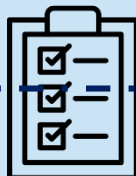
CONFIRMATION OF NEGATIVE COVID TEST TAKEN ON OR AFTER DAY 10



CHAIN OF COMMAND CONTACTED



RELEASE TO UNIT FOR INPROCESSING



Clearing Checklist

Release to Unit for
Inprocessing

NOTES

TRANSIENT PERSONNEL

Individuals not stationed at Yokota AB waiting for connecting air travel to their duty station are required to ROM at their branch of service's closest installation. Contractor and DOD civilians should ROM at the branch of service's closest installation that matches their travel orders.

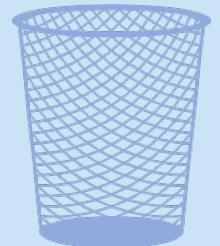
Air Force: Yokota Air Base **Navy and Marines:** Fleet Activities Yokosuka **Army:** Camp Zama

YOKOTA AB LODGING CHECK IN

- Due to the increased PCS tempo, early check-ins at lodging will not be authorized.
*Check-in time is 1500L.
- Members will instead be placed in the designated waiting reception area until check-in time.
*Shuttle or sponsor can drop personnel at Bldg 400 until 1500 check-in time, see below instructions for Bldg 400.

YOKOTA AB LODGING WILL PROVIDE LIMITED SERVICE FOR GUESTS IN ROM

- Yokota AB Lodging will provide limited services for guests in ROM.
- No in-room housekeeping service will be provided.
- Additional amenities, linens, empty bags and cleaning supplies will be provided upon guest request by calling the front desk.
- Lodging will pick up trash and recyclables daily at 1030. Guests will need to tie and double bag their trash before placing it outside of their room door.
- Soiled linens will need to be placed outside of guest room door sealed with the plastic bags provided to be picked up by lodging staff.



BLDG 400 ENTRANCE

Transient and ROM passengers **MUST** use the door on the North side of the building, indicated on the map with a yellow star. **DO NOT** use any other access point if you are transient or ROM passengers.



RESOURCES

ADDITIONAL RESOURCES

USFJ Facebook: <https://www.facebook.com/USForcesJapan/>

Yokota AB Facebook: <https://www.facebook.com/yokotaairbase/>

Yokota Website: www.Yokota.af.mil

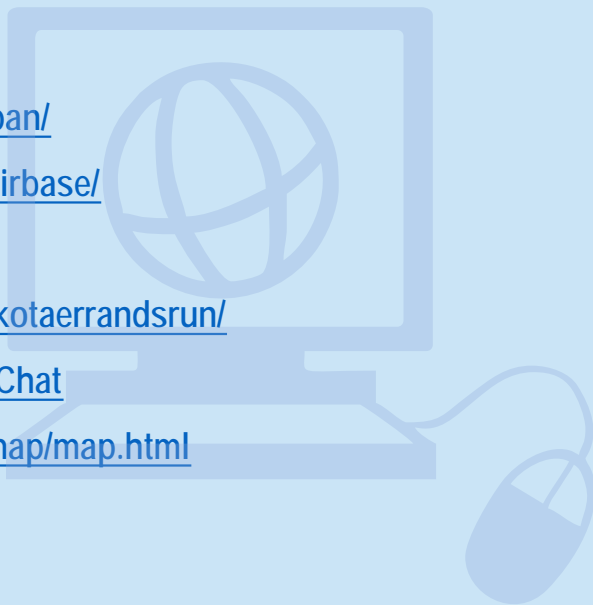
COVID-19 Errands: <https://www.facebook.com/groups/Yokotaerrandsrun/>

Crisis online chat: www.VeteransCrisisLine.net/Get-Help/Chat


AAFES Food Delivery: <https://aafesprem.imenu360.com/map/map.html>

Yokota FSS: www.yokotafss.com

Yokota Housing: www.housing.af.mil/home/units/Yokota



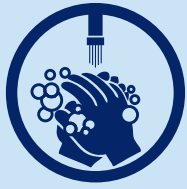
On-Call Chaplain	315-225-3740 or 042-507-6550
Kanto Lodge	315-224-2002 or 042-507-6534
Unaccompanied Housing	315-224-8045
Military Housing Office	315-225-3252



A MESSAGE FOR THOSE WHO ACCESS YOKOTA AIR BASE

WE RELY ON YOU TO PRACTICE THE BASIC MEASURES WITH A SENSE OF

HUMILITY • KINDNESS • COMMITMENT



WASH HANDS • SOCIAL DISTANCE

• AVOID HOTSPOTS

• MAINTAIN CLOSE CONTACT LOGS



WHAT TYPE OF MATERIALS CAN I USE FOR CLOTH FACE COVERINGS?



No specific colors or materials mandated by Air Force policy

Cloth face coverings can be made from household items or made at home from common materials at low cost. As an interim measure, you are encouraged to fashion face covering from common materials such as a clean t-shirt or cloth that will cover the mouth and nose.

DO NOT use old uniforms/flight suits as they may have insect repellent or flame retardant in the fabric.



FACE COVERINGS SHOULD BE CONSERVATIVE, PROFESSIONAL, AND IN KEEPING WITH DIGNITY AND RESPECT.

AIR FORCE GUIDANCE ON USE OF CLOTH FACE COVERS

COVID-19

EFFECTIVE IMMEDIATELY

To the extent practical without significantly impacting mission, all individuals on Department of the Air Force property, installations and facilities are required to wear cloth face coverings when they cannot maintain six feet of physical distance in public areas or work centers.

Any cloth items worn as face coverings should be functional, clean and maintained in compliance with current Air Force instructions, and should cover the mouth and nose.

Face Masks*



Neck Gaiters/Warmers



Balaclavas



*N-95 and surgical masks should be reserved for health care workers.

Guidance applies to total force military personnel, DoD civilian employees and contractors, family members and all individuals on DAF property, installations and facilities.

Note: Guidance above does not apply within a personal residence on a military installation.

1 CLOTH FACE COVERING DOES NOT PREVENT THE WEARER FROM GETTING SICK, BUT MAY PREVENT THE SPREAD OF THE VIRUS FROM THE WEARER TO OTHERS.



WEAR AT ALL TIMES

EXCHANGE • FOOD COURT • COMMISSARY
• SHOPPETTE • ALL FSS AND SFS BLDGS



FOR YOKOTA AIR BASE COVID-19 POLICY
VISIT WWW.YOKOTA.AF.MIL/COVID-19/

OR

DOWNLOAD THE YOKOTA APP

OR

VISIT THE YOKOTA FACEBOOK PAGE

FAILURE TO COMPLY WITH YOKOTA COVID POLICY MAY SUBJECT YOU TO PUNISHMENT UNDER THE UNIFORM CODE OF MILITARY JUSTICE IF YOU ARE A MILITARY MEMBER. FOR OUR CIVILIAN EMPLOYEES AND DEPENDENTS, FAILURE TO COMPLY COULD RESULT IN REVOCATION OF COMMAND SPONSORSHIP, EARLY RETURN OF DEPENDENTS, OR DENIAL OF ACCESS TO YOKOTA AIR BASE.

374th AIRLIFT WING HELPING AGENCY MATRIX

	Supervisor	1st Sergeant	Ali Force Aid Society	Mental Health	Health Promotion	Chaplain	Family Advocacy	Domestic Abuse Victim Advocate	Legal Office	Sexual Assault Response Coordinator	Airman & Family Readiness Center	Red Cross	Special Victim's Counselor	Military OneSource	Equal Opportunity	Unit Key Spouse	Commander
● Family																	
Change in Schools	●	●			●				●	●			●		●	●	●
Deployment Anxiety	●	●			●				●	●		●			●	●	●
Divorce/Separation	●	●			●			●	●	●		●			●	●	●
Getting Married	●	●			●			●	●	●		●			●	●	●
Loss of Family Member/Friend	●	●			●			●	●	●		●			●	●	●
New Parent	●	●	●		●			●	●	●		●			●	●	●
PCSing	●	●			●			●	●	●		●			●	●	●
Raising Teens	●	●			●			●	●	●		●			●	●	●
Relationship Challenges	●	●			●			●	●	●		●			●	●	●
Single Parent	●	●			●			●	●	●		●			●	●	●
Spouse Finding Work	●	●			●			●	●	●		●			●	●	●
Strengthening Marriage	●	●			●			●	●	●		●			●	●	●
● Personal																	
Abuse or Trauma (past)	●	●			●				●	●					●	●	●
*Alcohol Misuse/Drug Abuse	●	●			●		●			●					●	●	●
Anger Management	●	●			●				●	●					●	●	●
Anxiety	●	●			●				●	●					●	●	●
Dating Violence	●	●			●		●			●					●	●	●
Discrimination	●	●			●				●	●					●	●	●
Domestic Violence	●	●			●		●		●	●					●	●	●
Health Concerns	●	●			●			●	●	●					●	●	●
Loneliness/Isolation	●	●			●				●	●					●	●	●
Low Self Esteem	●	●			●				●	●					●	●	●
Mediation	●	●			●			●	●	●					●	●	●
Sexual Assault/Rape	●	●			●		●		●	●		●			●	●	●
Sleep Difficulties	●	●			●				●	●		●			●	●	●
Sexual Harassment	●	●			●				●	●		●			●	●	●
Stress	●	●			●				●	●		●			●	●	●
**Suicide Ideation/Prevention	●	●			●				●	●		●			●	●	●
Weight/Nutrition Management	●	●			●				●	●		●			●	●	●
Tobacco Cessation	●	●			●				●	●		●			●	●	●
Fitness/Exercise Consultation	●	●			●				●	●		●			●	●	●
● Finance																	
Emergency Need	●	●	●						●	●		●			●	●	●
Foreclosure	●	●							●	●		●			●	●	●
Mortgages/Loans	●	●							●	●		●			●	●	●
Retirement/Separation	●	●			●				●	●		●			●	●	●
Food Expenses	●	●	●						●	●		●			●	●	●
● Legal																	
Divorce	●	●			●				●	●		●			●	●	●
Power of Attorney	●	●			●				●	●		●			●	●	●
Wills	●	●			●				●	●		●			●	●	●
● Emergency Services																	
Service	Phone	Bldg #															
Emergency Security Forces	911																
Fire	Japanese Cell 0425076560																
Ambulance	Cell Phone 0425522510 ex.911																
** Military Crisis Life Line	24HR 94-800-273-TALK (8255)																
	Direct Dial DSN:118																
Urgent Care	225-7740	4408															
Crime Stop	225-7227	555															
Command Post	225-3740																
225-RIDE	225-7433																
	Cell Phone 0425076555																
Yokota Operator	225-1110	345															
	Cell Phone 0425522510 + Last5																
Red Cross	225-7522	535															
	24HR 877-272-7337																
Emergency Message Website	www.redcross.org/herocarenetwork																
Military OneSource	24HR 94-800-342-9647																
	militaryonesource.com																
● Helping Agencies/Services																	
Service	Phone	Bldg #															
Sexual Assault Response Coordinator (SARC)	225-7277	Bldg 1299 West															
	24HR 225-7272																
	Japanese Cell 090-3138-7250																
Mental Health	225-3566	1585															
*Alcohol/Drug Abuse Prevention (ADAP)		Rm UE24															
Community Support Coordinator (CSC)	225-5505	314 Rm 234															
Violence Prevention Integrator (VPI)	225-8499	314 Rm 234															
Family Advocacy	225-3649	1585															
Domestic Abuse Victim Advocate (DAVA)	24HR 070-1425-0987	Rm UE24															
Health Promotion	225-8322	665 2ndFloor															
Chaplain	225-7009 / 24HR 225-3740	345															
Women Infant & Children (WIC)	225-9426																
Legal	225-8069	315 Rm 124															
Airman Family Readiness Center (AFRC)	225-8725	535															
Military Family Life Consultant (MFLC)	080-7944-1010	080-9175-2959															
	080-4128-8641																
USO	225-6947	327 Yujo															
Employee Assistance Program (EAP)	1-800-222-0364																

Chaplains provide 100% confidential counseling and referral assistance to all about Yokota AB community members regardless faith.

▲ Military Family Life Consultants provide partial confidential counseling and referral assistance to all service members and their dependents **MFLCS must report ideation of violence toward self or others.



Dear Yokota Community Member,

We care about the health and well-being of you and your loved ones during this difficult time. The 374 AW Stress Treatment and Resiliency Team (START) is a team comprised of medical and mental health professionals, your local leadership team and helping agencies who can provide you with the information, resources and referrals you may need at this time. Asking for help has never been more important. Whether you need the personal connection of having someone check in on you, a grocery delivery or a referral to family services, your request will be met with dignity and compassion.

Please take a moment to complete the attached needs intake form. We encourage you to maintain communication with your first sergeant so that as your needs change, we can continue to provide you with the resources and support you need to maintain your physical and mental resiliency. Attached, you will find a resource directory of community agencies and how those agencies are available to you at this time.

Together, we will overcome this challenging time more ready and resilient for the tasks ahead.

Respectfully,
374 AW Stress Treatment and Resiliency Team



374TH STRESS TREATMENT AND RESILIENCY TEAM (START) RESOURCE DIRECTORY

This resource list is not all inclusive. Please contact your first sergeant for additional assistance.

Yokota Connect App

The Yokota Connect phone app is available for free in most app stores. The app offers information on Yokota's help agencies, programs and services.

Emergency

From a Base Phone: 911
Com: 042-552-2510 ext. 911

Fire Department

Com: 042-507-6560

Military Crisis Line

This service is available 24 hours a day.
Direct Dial DSN: 118
Com: 94-800-273-8255

Airman & Family Readiness Center (A&FRC)

A&FRC offers virtual assistance, information and/or referral for relocation, sponsorship, financial assistance, employment support, deployment and readiness support, cultural liaisons and more. A&FRC also offers support for those interested in the following programs: Transition Assistance, Exceptional Family Member Program (EFMP) and Key Spouse.

DSN: 225-8725

[f/YokotaAFRC.1](#)

Military Family Life Counselors (MFLCs)

MFLCs provide confidential, short-term, non-medical counseling.
Lon: 080-9715-2959
Tiffany: 080-4128-8641
Dee: 080-7944-1010

Employee Assistance Program (EAP)

The EAP can provide information, referral and telephone consultations.
Com: 94-800-222-0364

Mental Health

Telephone services are available.
DSN: 225-3566

Domestic Abuse Victim Advocate (DAVA)

DAVA's role is to explain restricted and unrestricted reporting options for victims of domestic violence. They also assist with safety planning and support. Services are available 24 hours a day.

DSN: 225-3648

Com: 070-1425-0987

Family Advocacy Program (FAP)

FAP offers education and support for couples and parents on the prevention, early identification, reporting and treatment of child and spouse abuse. Telephone services are available.

DSN: 225-3649

Legal Office

The Legal Office provides free and confidential legal assistance on personal civil legal matters to eligible clients including active duty, retired military members and dependents. If you need immediate information, the following link offers general information on many common legal problems:

aflegalassistance.law.af.mil/apps/aflass_public/btn/main.php

DSN: 225-8069

Alcohol and Drug Abuse Prevention and Treatment (ADAPT)

Mental health technicians and certified substance abuse counselors provide education and treatment to individuals experiencing substance abuse problems. Telephone services are available.

DSN: 225-8864

Women, Infants, and Children (WIC) Overseas

WIC Overseas is a supplemental nutrition program that provides nutrition education and access to nutritious foods at the commissary for pregnant women, mothers until the infant is six months if bottle-feeding or one year if breastfeeding and infants and children under the age of 5. Please call for a pre-screening over the phone.

DSN: 225-9426

Chaplains

Chaplains offer counseling on alcoholism, drugs, family, premarital or marital issues, moral issues, conscientious objector status, work-related issues and any other areas of concern. Services are completely confidential. The chaplains cannot share any information with anyone (military or civilian) without your permission.

DSN: 225-7009

[f/YokotaABChapel](#)

Military OneSource Live Chat

Military OneSource live chat provides military families with information when and how they want it. Quick and personalized information from a trained Military OneSource consultant is available 24 hours a day, seven days a week.

Website:

www.militaryonesource.mil/confidential-help/non-medical-counseling/military-onesource/military-onesource-live-chat

Red Cross

To start a Red Cross emergency message online, visit redcross.org/herocarenetwork or www.redcross.org/get-help.

DSN: 225-7522

COM: 877-272-7337 (24 hours)

[f/YokotaRedCross](#)

United Service Organizations (USO)

DSN: 225-6947/6861

[f/USOYokota](#)

Adolescent Support and Counseling Services (ASACs)

Ms. Deering offers counseling sessions for middle- and high-school-age adolescents via phone with an appointment.

DSN: 225-7018

Email: Mary.Deering@dodea.edu

COVID-19 Hotline

Please call before visiting Urgent Care.
DSN: 225-8864 Opt. 7

How to Call DSN Phone Numbers

From a personal phone or off base, call the Yokota Operator by dialing 042-511-9200. From a base phone, dial 315-225-1110. If you don't know the DSN number, press 0 or simply wait for the operator to assist you.