

**BY ORDER OF THE COMMANDER
YOKOTA AIR BASE**

**YOKOTA AIR BASE INSTRUCTION
31-118**



12 SEPTEMBER 2023

Security

**CURFEW AND
SUPERVISION OF MINORS**

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This instruction implements YAB IDP 31-101, *Integrated Defense Plan*, and AFPD 31-1, *Integrated Defense*. It establishes responsibilities and procedures for the curfew and supervision of minors on Yokota Air Base (AB). It applies to all military and Department of Defense (DoD) civilian personnel covered by the Status of Forces Agreement (SOFA) who are assigned or attached to the 374th Airlift Wing (374 AW) and its tenant units or who live on or visit Yokota AB and their family members who are minors. Ensure that all records created as a result of processes prescribed in this publication are maintained in accordance with (IAW) Air Force Instruction (AFI) 33-322, *Records Management and Information Governance Program*, and dispose of IAW the Air Force Records Information Management System (AFRIMS) Records Disposition Schedule (RDS) located at <https://www.my.af.mil/afirms/afirms/afirms/rims.cfm>. Refer recommended changes and questions about this publication to the Office of Primary Responsibility (OPR) using DAF Form 847, *Recommendation for Change of Publication*; route DAF Forms 847 from the field through their appropriate functional chain of command.

SUMMARY OF CHANGES

Updates have been made to assigned responsibilities ([paragraph 2](#)), lack of supervision definition, and [Table 1.](#), Supervision of Minors.

1. General. Minors are defined as family members under age 18 or in high school. The following are excluded as minors when they are under age 18:

1.1. Graduates of an accredited high school or equivalent.

1.2. Spouses covered by SOFA.

2. Assigned Responsibilities. Sponsors must ensure their family members are properly supervised at all times, abide by acceptable standards of conduct, and are aware of and comply with the requirements of this instruction. **Table 1** is a guide for the minimum supervision required. Greater supervision may be required in individual cases based upon the particular needs and abilities of the minor(s) and the specific situation. Parents must also consider the experience and maturity of minors before allowing them to supervise or baby-sit. In making “child neglect” and “lack of supervision” determinations, the Central Registry Board (CRB) bases their decision on what a reasonable, prudent adult would do in a similar situation. Decisions from the Yokota Conduct Adjudication Program (YCAP) may provide additional restrictions.

2.1. Child Neglect. A type of child abuse or maltreatment whereby a child is deprived of needed age-appropriate care by act or omission of the child’s caregiver.

2.2. Lack of Supervision. A type of child neglect characterized by the egregious absence or inattention of the child’s caregiver.

Table 1. Supervision of Minors.

Age of Child	Walk to/ From School (Unaccompanied)	Baby-sit Others	Left in Car Unsupervised (Without someone 15 or older)	Left Unattended in Quarters (Vacation or TDY)	Left Unattended in Quarters	Left Unattended Outside Quarters and Associated Neighborhood Play Areas	Left Unattended in Public Areas
0-5	NO	NO	NO	NO	NO	NO	NO
6-9	YES Must be at least first grade	NO	YES ³ With keys removed not to exceed 5 minutes	NO	NO	YES ⁷ Check periodically	YES ^{7,8}
10-11	YES	NO	YES ³ With keys removed not to exceed 20 minutes	NO	YES ⁵ No more than 4 hours	YES ⁷ Check periodically	YES ⁸
12-14	YES	YES ¹	YES	NO	YES ⁶	YES	YES ⁸
15 +	YES	YES ^{2,4}	YES	YES	YES ⁶	YES	YES ⁸

Note 1: A minor 12 – 14 will baby-sit no more than three children under age 8, including their own siblings, and no more than one infant (24 months or less). Babysitting will not exceed eight hours. Potential baby-sitters are highly encouraged to attend the Red Cross Baby-sitters Training Course before starting any supervision of minors. Any minor with an active YCAP case file is not eligible to be in this status.

Note 2: A minor age 15 and up should baby-sit no more than three children under age 8, and no more than two infants (24 months or less). Minors age 15 and up may baby-sit family members up to two nights/three consecutive days as long as sibling(s) are 10 years of age or older (see Note 4). Any minor with an active YCAP case file is not eligible to be in this status.

Note 3: Parents must still apply good common sense and take reasonable precautions when leaving their child in a vehicle, even for five minutes. Ensure there is no immediate risk or threatened loss of life (i.e., windows up and extremely high temperatures, a high crime area, night time, child under duress, etc.).

Note 4: Minors age 15 and up may be left alone for short temporary duties (TDY) or leaves, not to exceed two nights/three consecutive days. These minors must have designated adult supervision available to make periodic checks daily and the adult having a power of attorney. Any minor with an active YCAP case file is not eligible to be in this status.

Note 5: Any minor with an active YCAP case file is not eligible to be in this status.

Note 6: Children age 12 and up may be left alone overnight provided the sponsor is within the local area and the children have physical access to make contact with a designated adult (including work and home phone numbers and sponsor's emergency phone numbers). Any minor with an active YCAP case file is not eligible to be left alone past curfew or overnight.

Note 7: In neighborhoods, playgrounds and associated tower play areas, parents or designated adult must check on child periodically. Parents are expected to use good judgment of their child's maturity and make reasonable, prudent decisions. Children age 6 – 9 must have access to designated adult supervision.—Access is the adult knowing the location of the child and having the ability to quickly respond in person in case of an emergency.

Note 8: Minors must comply with wing policy on age requirements for individual services, Army and Air Force Exchange Service (AAFES) and Commissary facilities.

3. Curfew for Minors. Curfew hours are 2230-0530 daily for all minors ages 15 and younger. Curfew hours for minors aged 16 to 18 are 0100-0500 hours. No minor regardless of age category will be out of his or her home or in a car on Yokota AB during his or her respective curfew hours unless he or she:

3.1. Is with a parent or responsible adult. **Note:** A responsible adult is a person who is 18 years of age or older and not in high school and that the minor's parent or guardian sponsor is aware and approve of. Spouses of DoD uniformed personnel or U.S. civilian employees are considered adults.

3.2. Has been to a base or school-sponsored activity for teenagers, a base-sanctioned sports activity, an official youth program, or to a movie at the base theater, and not more than 30 minutes has gone by since the end of the activity.

3.3. Is employed and is at his or her place of employment or not more than 30 minutes has gone by from the time he or she has left his or her place of employment.

4. Enforcing Curfew Provisions. 374th Security Forces Squadron (374 SFS) will detain any minor violating the curfew provisions in this YABI until his or her sponsor or a representative of the sponsor's unit comes to assume custody. If the minor's sponsor cannot be contacted, a unit representative assumes custody of the minor or remains with the minor at the Security Forces' facility until the sponsor is contacted and assumes custody. The unit should attempt to ensure the unit representative is of the same gender as the minor being detained.

5. Lack of Supervision Enforcement. Any child found improperly supervised and/or at risk of injury or engaged in disruptive conduct will be held by the 374 SFS until his or her sponsor or a representative of the sponsor's unit comes to assume custody. If the minor's sponsor cannot be contacted, a unit representative assumes custody of the minor or remains with the minor at the Security Forces' facility until the sponsor is contacted and assumes custody. The unit should attempt to ensure the unit representative is of the same gender as the minor being detained.

6. Reporting Violations. Violations will result in a 374 SFS blotter entry and an incident or complaint report. All violations will be reported to the sponsor's Squadron Commander (CC) or First Sergeant (CCF). In addition, lack of supervision and curfew violations are reported to the YCAP and Family Advocacy for appropriate action.

7. Intervention by the YCAP. Curfew violations, lack of supervision offenses and other similar incidents are generally referred to the YCAP. The YCAP is chaired by the 374th Mission Support Group Commander (374 MSG/CC) or designated representative and represents a cross-section of helping agencies including legal, medical, educational and law enforcement. If the YCAP determines a minor has committed a curfew violation or there was a violation of "Lack of Supervision" requirements, YCAP will determine any recommended action to take in accordance with Yokota ABI 31-103, *Yokota Conduct Adjudication Program (YCAP)*.

8. Intervention by the Family Advocacy Program (FAP).

8.1. FAP reviews violations for indications of maltreatment. In making a determination, FAP considers factors including, but not limited to: age, maturity level, number of children, amount of time/frequency left unattended, parent-child relationship, family dynamics, environment (i.e., time of day, appropriate child-restraint seats, weather, car locked/unlocked, windows up/down, immediacy/severity of threat in area), previous history, precautions taken and, as appropriate, the actual injury and/or property damage.

8.2. FAP utilizes this instruction as a guide, along with applicable DoD and Air Force instructions, to make their final determination and recommendations based on the need for safety of all family members. For more information regarding FAP policies and procedures, please reference DAFI 40-301 or contact FAP at 225-3649.

ANDREW L. RODDAN, Colonel, USAF
Commander, 374th Airlift Wing

Attachment 1

GLOSSARY OF REFERENCES AND SUPPORTING INFORMATION

References

AF Maltreatment Definitions, 1 July 2018

AFPD 31-1, *Integrated Defense*, 21 June 2018

AFI 33-322, *Records Management and Information Governance Program*, 23 March 2020

DAFI 40-301, *Family Advocacy Program*, 13 November 2020

Yokota ABI 31-103, *Yokota Conduct Adjudication Program (YCAP)*, 22 March 2021

Adopted Forms

AF Form 847, *Recommendation for Change of Publication*

Abbreviations and Acronyms

AAFES—Army and Air Force Exchange Service

AFRIMS—Air Force Records Information Management System

CRB—Central Registry Board

OPR—Office of Primary Responsibility

RDS—Records Disposition Schedule

TDY—Temporary Duty

YABI—Yokota Air Base Instruction

YCAP—Yokota Conduct Adjudication Program