DEPARTMENT OF THE NAVY
COMMANDER, FLEET ACTIVITIES SASEBO
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Ser N00J/0703
5 Nov 20

MEMORANDUM

From: Commander, Fleet Activities Sasebo
To: Active Duty and Reserve Personnel, Retirees, Military Dependents, Civilian Employees, Contractors, Host Nation Civilian Employees and Anyone with Installation Access

Subj: CFAS RESTRICTION OF MOVEMENT REQUIREMENTS AND GUIDELINES

Ref: (a) CFAS Public Health Order dtd 22 Oct 20
(b) USFJ Force Public Health Order 21-001 dtd 2 Nov 20
(c) CNFJ/CNRJ Restriction of Movement (ROM) Guidance in Response to COVID-19 dtd 27 July 20

1. This Memorandum establishes Restriction of Movement (ROM) policies and rules for persons subject to reference (a) in accordance with references (b) and (c). Uniformed personnel who disobey these guidelines may be punished under the Uniform Code of Military Justice (UCMJ) for violation of Articles 84 and/or 92. Non-compliance by all other individuals that either have or desire base access may be subject to administrative measures such as curtailment, debarment or early return to the United States.

2. The following provisions apply to military personnel, U.S. civilian personnel, contractors and their respective dependents assigned to or residing at CFAS (including off base residences). MLC employees and IHA employees are strongly encouraged to inform their supervisors of any situation that may necessitate self-isolation and to follow similar procedures as outlined here:

a. Persons Subject to ROM. Unless a 14-day ROM has otherwise been completed upon entry to Japan or was not applicable, the following persons are required to ROM for a period of 14 days before they can access CFAS: i) travelers on Permanent Change of Station (PCS) orders from outside of Japan; ii) travelers on Temporary Additional Duty (TAD) orders from outside of Japan; iii) leave travelers returning or arriving from any location outside of Japan; iv) persons who violate this PHO; v) persons who come into close contact (within six feet for fifteen minutes, with or without face coverings) with a person who is confirmed to have COVID-19; and vi) persons who had close contact with another person who is under suspicion of having COVID-19. All personnel who cohabitate with anyone in a ROM status will also be placed in a ROM status. Persons placed into ROM **due to cohabitation only** are **<u>not required</u>** to compete a COVID-19 RT-PCR test.

(1) Determining when PHO Violations require ROM. When a violation of this PHO is discovered, I will evaluate whether a 14-day ROM is mandatory. I will weigh variety of factors, to include: the location of the violation, the presence of SOFA/non-SOFA personnel, the nature

of the behavior constituting the violation, whether contract tracing is possible and the length of possible exposure to COVID-19. In situations where these factors pose a significant risk of exposure and transmission to the community, I will mandate a strict 14-day ROM in accordance with the rules laid out in this Memorandum. If after looking at these factors I determine that the risk of exposure and transmission is low, a 14-day ROM will not be required; however, the person found in violation of this PHO shall still be subject to disciplinary action under the UCMJ or applicable civilian administrative processes. If a 14-day ROM period is required due to a violation, exit testing in accordance with paragraph (g) below is not required.

b. Individual and Family Requirements. See the ROM Acknowledgement below for details on what is permitted/prohibited during ROM periods. The ROM Acknowledgment also contains certain exceptions for limited activities during ROM. All persons that must ROM and their chain of command should thoroughly review the requirements listed in the ROM Acknowledgement.

c. Lodging Requirements. All Navy SOFA travelers must conduct their ROM on a U.S. installation, or if they have established a residence in Japan, at their residence. Individuals living in open-bay settings or rooms with shared bathrooms and/or kitchens facilities should be placed in separate lodging to span the 14-day ROM period. Families in the same ROM status do not require separate lodging; families may conduct ROM together but should still practice physical distancing unless travel was conducted jointly (e.g. family member returns from leave in CONUS to a domicile where a Service Member has not left—the family member should utilize a separate bedroom and bathroom for the duration of ROM).

d. Command Responsibilities. Commander, Navy Region Japan has clarified in reference (c) that each tenant command is responsible for supporting its own personnel in ROM. Commands shall assist in making arrangements to transport personnel from the airport to their residence (excluding non-government travel, e.g. leave, which must be arranged by the traveler). Units will report all members in a ROM status to the CFAS Command Master Chief (CMC) and Chief Staff Officer (CSO). Reports to the CSO and CMC must be by email and include the member's: UIC number, last name, first name, DoD identification number, current address, ROM address and the start date of the member's ROM. The individual unit to which the individual is assigned will arrange separate lodging if needed for ROM. Immediate supervisors shall not require individuals to report to their duty location or otherwise disregard ROM requirements. Units are responsible to facilitate all aspects of initial in processing (orders, voucher, etc.). Commands must ensure that such persons have sufficient clothing, thermometers, emergency non-med personal protective equipment, hygiene equipment, food/meals, cleaning supplies, telework equipment if applicable and means to communicate with medical personnel and their command. Commands must also ensure that ROM personnel receive a COVID-19 test as described in paragraph (g) below.

e. Calculating ROM Periods. ROM lasts 14-days, counting from the day following arrival and ending on the 14th day at the same hour as arrival to the ROM location. This is applicable for all situations requiring ROM, including official and unofficial travel.

f. Acknowledgement and Accountability. Active duty military will sign a NAVPERS 1070/613 containing the requirements outlined in the ROM Acknowledgement below. Everyone else will sign the ROM Acknowledgement of this Memorandum.

g. ROM Exit Testing. In accordance with reference (c), all persons whose ROM was required due to travel from outside of Japan shall undergo COVID-19 RT-PCR testing prior to exiting ROM. Exit testing may be performed no earlier than the 10th day of ROM. All such individuals must complete the full 14-day ROM and receive a negative test result in order to be released from ROM status. If a test comes back positive, such individuals will transition to isolation status for an additional 10 days. Personnel placed in ROM due to cohabitation **only** are **not required** to complete a COVID-19 RT-PCR test. ROM may exceed 14 days if test results are delayed.

3. Testing at Japanese Airports/Ports of Entry. If testing is completed at a commercial entry point in Japan, such testing does not satisfy United States Forces Japan (USFJ) requirements for a RT-PCR test prior to release from ROM. Those tests must be administered by U.S. medical personnel.

D. J. ADAMS

ROM RULES AND ACKNOWLEDGEMENT

1. In order to obtain and/or maintain access to Commander Fleet Activities Sasebo (CFAS), you must meet the following requirements. If you are unable to meet these requirements, you will not be granted base access and may be subject to additional administrative action such as curtailment, debarment or early return to the United States. Military members who violate these rules may be punished under Articles 84 and 92 of the Uniform Code of Military Justice.

2. Because you recently:

a. came into contact with a person confirmed to have or suspected of having contracted COVID-19;

b. traveled to/from outside of Japan or from prohibited areas (red areas as designed on Map (1) of enclosure (2) of the CFAS PHO and other areas specifically prohibited by the PHO)

c. had close contact with anyone from prohibited areas; or

d. otherwise violated the CFAS Public Health Order

on the date of _____, you will be residing at:_____

_____

until the date of _____. In addition, you will abide by the following:

1. Do not travel between airports/installations/domicile via public transport. Only government vehicles or POV may be used to get to your Restriction of Movement (ROM) location. If ROM has been completed elsewhere in Japan after arrival, public transport is authorized to return to Sasebo. **However, for personnel assigned to vessels or joining a vessel, ROM requirements may be more stringent and public transportation may not be authorized. Persons attached to vessels or deployable units should inquire with their direct chain of command to ascertain what additional ROM requirements must be completed.**

2. Remain restricted to your residence or other appropriate domicile, to include the Navy Lodge, Navy Gateway Inn and Suites. You are to limit close contact (within six feet) with others. Do not exit an assigned domicile for any reason except as directed by medical personnel. Use of public areas within lodging facilities (smoking areas, laundry, dining areas, ice machines, computer areas, etc.) is also **prohibited**. For the purpose of this restriction, a domicile includes those outdoor areas which solely belong to that domicile's residents with no shared spaces (e.g. yards, balconies, etc.).

3. Do not go to work.

4. Do not conduct any in-person check-in activities while in a ROM status, to include Area Orientation Briefings (AOB), house hunting, vehicle registrations, personal property/household goods shipment coordination, school registration, command check-in, etc. Virtual check-in activities are encouraged and authorized.

5. Self-monitor by taking temperatures twice a day to check for fever, and remain alert for cough or difficulty breathing. If feeling feverish or developing a fever (>100°F or 38°C per CDC guidelines), cough or difficulty breathing during the self-monitoring period, you must self-isolate, limit contact with others, notify your supervisor or chain of command, and seek advice by telephone from the appropriate healthcare provider to determine whether medical evaluation is needed.

a. Individuals not exhibiting symptoms do not need to be monitored daily by medical personnel.

b. For any in-person assessments of individuals (including asymptomatic individuals), medical personnel should adhere to appropriate medical guidance by Higher Headquarters. You must call ahead before going to a medical treatment facility, informing medical staff of your symptoms and travel history.

c. You may contact the local medical treatment facility by calling 0956-50-2551. Also, notify your command Point of Contact (POC) or a supervisor. Medical staff should follow CDC guidance when assessing individuals displaying fever and symptoms consistent with COVID-19.

6. You must remain in ROM until both i) the return of a negative COVID-19 RT-PCR test and ii) the expiration of a full 14-day period. Testing is only required for personnel who have traveled into Japan from another country.

7. Address and coordinate any assistance you need with purchasing required food/hygiene items and laundry with your command POC, Chain of Command or arrange delivery through other means (NEX, Commissary, etc.). Your command is responsible for supporting you in ROM. Commands should assure that you have a means to contact medical and your command if necessary.

8. The only exceptions to sections 1-6 are: i) leaving a residence for medical screening or treatment purposes as directed by medical; ii) in case of a life threatening emergency situation; and iii) animal welfare (e.g. dog walking). Dog walking should be done no greater than 50 feet from domiciles and must avoid contact within six feet of any non-immediate family member. In every case involving an exception, the wearing of face coverings and physical distancing will be practiced at all times.

9. If anything in this order is (or becomes) inconsistent with medical guidance or medical necessity, you should follow the guidance of your medical provider and immediately notify your command POC or direct supervisor.

10. Before you are able to leave ROM, you must complete a COVID-19 screening test. This test may be administered no earlier than on the 10th day of ROM. If test results are negative, you will be released from ROM after your 14-day ROM term expires, provided that results are received from the lab on time. If test results are delayed, ROM will be extended until results are

received. If the test comes back positive for COVID-19, you will transition to an isolation status for 10 additional days. Release will then be contingent on satisfaction of isolation requirements.

11. Should you have any questions or concerns,
contact_____ at the email address
_____ or the number of
_____.

12. Failure to comply with this order may subject you to administrative action. Thank you for your continued support and cooperation!

ACKNOWLEGEMENT

1. I acknowledge that the above are requirements for base access per the CFAS Public Health Order of 5 Nov 2020. I acknowledge that I reviewed and understand these requirements and that should I have any questions or require any clarification, I must first consult with the POC named above. I acknowledge that all of the above requirements apply to me. I further understand that non-compliance may subject me to administrative action based on my status (i.e., punishment under the UCMJ if military; curtailment, installation debarment or Early Return to the United States if a civilian or dependent).

_____ _____
Printed Name Signature and Date