

COMMANDER, U.S. SEVENTH FLEET



WELCOME ABOARD PACKAGE



USS BLUE RIDGE (LCC 19)

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Captain Les Sobol

Chief of Staff, U.S. 7th Fleet Staff

Shipmate,

Welcome to U.S. Seventh Fleet. You are joining a team that operates at the forefront of our Navy's mission forward, engaged, and ready. Serving in Seventh Fleet is a unique opportunity, and your selection speaks to the trust placed in your professionalism, character, and potential.

You are now part of a staff that supports the largest forward-deployed fleet in the world. The pace is fast, the expectations are high, and the impact of your work is felt across the Indo-Pacific every single day. I have full confidence that you will rise to the challenge, contribute meaningfully, and grow both personally and professionally during your tour here.

As you settle in, lean on your shipmates, ask questions, and take advantage of the resources available to you. Our team succeeds because we support one another, communicate openly, and stay committed to the mission and to each other. Your presence strengthens that team.

We're glad to have you aboard, and I look forward to seeing the contributions you'll make to this Command and to the Fleet.

Welcome to Seventh Fleet where your work matters.



Chief of Staff
U.S. Seventh Fleet



Enclosure (1)

CMDCM (SW/AW/FMF) Manny Valle

Command Master Chief, U.S. 7th Fleet Staff

Shipmate,

Welcome to Commander, U.S. Seventh Fleet. You're joining a team operating at the center of our Navy's forward-deployed mission, and I'm glad to have you aboard.

As you begin your tour, come in ready, reliable, and resilient. This is a fast-paced, high-impact environment, and your ability to stay focused, adaptable, and steady will serve you well. Bring a great attitude every day your mindset will shape your experience, influence your shipmates, and drive your success here.



You matter, and you are a valued shipmate. Your presence strengthens this team, and the work you do will directly support the mission of the largest forward-deployed fleet in the world. Lean on your shipmates, ask questions, and take pride in being part of something bigger than yourself.

I'm confident you'll have a rewarding and memorable tour. You'll grow, you'll be challenged, and you'll make an impact. Most importantly, you'll be part of a team that takes care of each other and takes pride in getting the job done right.

I'm looking forward to meeting you soon and seeing the contributions you'll bring to the fight.

Welcome to Seventh Fleet let's get after it.

Command Master Chief
U. S. Seventh Fleet



Enclosure (1)

PCS Process

FIRST – Complete within 30 Days

- READ** your Entire Orders
- COMPLETE** Overseas Suitability Screening
- APPLY** for No-Fee Passport
- SUBMIT** Dependent Entry Approval
- START** Pet Importation Quarantine Process
- CONTACT** your Sponsor or Ombudsman



Scan the QR code to view the MyNAVY HR PCS Orders Overseas checklist for additional guidance or tap the link below:

BEFORE PCS

- CONTACT** CFAY FFSC for AOB/ICR
- SCHEDULE** Household Goods
- SUBMIT** Passenger Transportation Request
- REQUEST** Special Powers of Attorney
- RESERVE** Navy Lodge
- CONTACT** CFAY FAST (especially if you have pets)

<https://www.mynavyhr.navy.mil/Support-Services/Distribution-Management/PCS-Orders-Overseas/>

TRAVELING

- USE** your GTCC (except for TLA)
- KEEP** All your Receipts
- CARRY** Japanese Yen in your wallet
- KNOW** Where to Report

ARRIVAL – First 72 hours in Yokosuka

- CHECK-IN** to your command to Stamp Orders
- MAKE** Multiple Copies of Orders
- SUBMIT** Travel Claim
- RESERVE** Child Care for AOB/ICR
- START** AOB/ICR

QUESTIONS?

- READ** the C7F Welcome Aboard
- CONTACT** your Sponsor
- TALK** to your Chief
- EMAIL** ffscinfo@us.navy.mil or c7f-sponsor@c7f.navy.mil



To view the complete list of NPPSC forms, visit <https://www.mynavyhr.navy.mil/References/Forms/NPPSC-Forms/>

TEMPORARY LODGING ALLOWANCE, or TLA, is only processed as MILPAY for OCONUS and is not authorized for use with the GTCC. For more information, ask your CPPA.

CFAY FFSC: Your One-Stop Shop

While the idea of moving to a new location can be overwhelming, this Welcome Aboard Package contains information to help you in your relocation. This package is designed to answer many of your questions to help create a smooth transition to your new duty station. Browse the provided material and suggested websites to help familiarize yourself (and your family) with your new home. Using all of your resources can reduce culture shock, stress, and help to keep your morale high during the first few weeks of your arrival and throughout your time in Yokosuka.

If you have not already done so, please visit your local Fleet and Family Support Center (FFSC) and ask the Relocation Assistance team for a PCS Checklist. The Relocation Assistance team will be able to provide you with information on pay, entitlements, and allowances, as well as offering guidance and tips (like not forgetting to have Special Powers of Attorney especially if one spouse is expecting to be deployed!). We are all here to help with every aspect of your relocation, so please do not hesitate to contact us if you have additional questions regarding your new assignment to Yokosuka. We look forward to meeting you!

Those with families are encouraged to check with the Navy Lodge prior to arrival to ensure room availability. We highly encourage making reservations far in advance using the phrase, "PCS Move." On Day Two, it is important to check into your command and its respective Admin Department. Once there, your command can provide guidance and escort to the various locations on base that you must visit.

Below are items that each member should try to complete within the first 72 hours.

- Confirm seat reservation for Area Orientation Brief/Intercultural Relations Class (AOB/ICR), Email FFSCinfo@us.navy.mil, call DSN 315 243 3372, or commercial 046-816-3372
- Confirm reservations for the CDC, FCC (formerly CDH), or SAC for children, if applicable
- AOB/ICR should be completed within 30 days of arrival
- Enroll in a CFA Yokosuka Housing Office brief (not to be attended during your AOB/ICR brief)
- Enroll in Tricare Prime Overseas

Congratulations and we will see you soon!



OVERSEAS SUITABILITY SCREENING

Stop by your local military medical facility

THE OVERSEAS SUITABILITY SCREENING, or OSS, is a critical process for Navy and Marine Corps service members and their families preparing for overseas assignments. The OSS aims to identify medical, dental, educational, and potential duty-limiting conditions to ensure the family's qualification for such assignments.

Per BUMED Instruction 1300-2A and MILPERSMAN 1300-306, **the service member's OSS must be completed within 30 days** of receiving orders. A thorough screening is essential for each accompanying family member, highlighting the significance of the Exceptional Family Member Program (EFMP) for those with special needs.

Inadequate screenings can lead to hardships, such as reduced quality of life, unplanned expenditures, and early return of dependents (ERD). To prevent these challenges, an Overseas Screening Deficiency Report is filed for improperly screened cases.

The OSS process includes filling out forms like NAVMED 1300/1 and DD 2807/1 and ensuring complete immunizations as per CDC guidelines. The process is designed to facilitate a productive and stress-free tour for both the service member and their family.

For more information and personalized guidance, service members are advised to contact their local military medical facility or visit Navy/USMC Suitability Screening Flowsheet/Overview found on the U.S. Naval Hospital Yokosuka website (URL below) and look under the Patient Readiness tab. <https://yokosuka.tricare.mil/Patient-Resources/Readiness>

Complete the OSS and experience Japan



NO FEE PASSPORT



There's a lot of confusion around the No Fee Passport. Find out why this document is so important and why you need to have one.

ALL U.S. CIVILIAN employees, their U.S. citizen family members, and U.S. citizen military dependents, will require the No Fee Passport – also known as the Special Issuance Passport. No Fee Passports are not issued to active duty military personnel.

A few examples of official travel would include Permanent Change of Station (PCS), Emergency Leave, Consecutive Overseas Tour Leave (COT), student/dependent travel, and Temporary Assigned Duty (TAD) including those for medical purposes. These passports are not for personal travel while on regular leave. For that, U.S. Civilian employees, family members, and military dependents will require standard tourist passports.

Upon arrival in Japan, present your No Fee Passport with military orders and Dependent

Entry Approval to the Japanese Immigration officer to receive your SOFA stamp. Re-entry Stamps are available through the CFAY FAST Office.

Please see your local base or post passport office to begin the No Fee Passport application process as soon as you can as this may take time. The installation's passport office can also help provide guidance. They are located in the Yokosuka Transaction Support Center Building or email m-yo-psdpassport@us.navy.mil.

For more information, please visit the MyNavy HR PCS Guide or visit their Passports webpage: <https://www.mynavyhr.navy.mil/Support-Services/MyNavy-Career-Center/Pers-Pay-Support/Sailor-Self-Service/Passports/>.

Check Your Documents

ONCE YOU RECEIVE military PCS orders, stop by your base passport office to see if you need to either update your passport or are required to apply for a No Fee Passport. You will also need to visit Medical to begin the Overseas Suitability Screening for you and your family. This is also a great time to ensure legal documents are readily available, dependents resumes are up-to-date, and see if you need to renew your driver's license.

Dependent Entry Approval

Don't leave your family stranded at home

THE DEPENDENT ENTRY APPROVAL,

or DEA, is a Navy process requesting permission from an area commander to bring dependents into a specific area. Approval and disapproval is based on Status of Forces Agreements (SOFA), family support capabilities and/or limited local support based on geographically isolated area.

It's important to begin this process immediately. DEA requests must be submitted within 30 days of receipt of



[CFAY DEA Webpage](#)

orders and no later than four months prior to arrival.

As of October 2023, the area's DEA request process was shifted from the Transaction Service Center Yokosuka to CFAY Command Admin. The team here at CFAY processes DEA requests for all Navy personnel with families who have PCS orders to a command located at Fleet Activities Yokosuka, Yokohama, Tokyo, Yokota Air Base, and Naval Air Facility Misawa.

Command personnel representatives are welcome to reach out to the CFAY Command Admin Dependent Entry Approval Office regarding a Sailor's Dependent Entry Approval status.



How to Submit the DEA Request

Email requests to CFAY-DEA@us.navy.mil via the member's Personnel Office. Requests must contain all Key Supporting Documents (KSD). Ensure the sponsor's name is in the subject of the email. The main reason for DEA delays in approval is from a lack of key supporting documents.

REQUIRED KEY SUPPORTING DOCUMENTS

DEA request message via message traffic to:

COMFLEACT YOKOSUKA JA

Member's Permanent Change of Station/Assignment Orders with Modifications

Updated NAVPERS 1070/602 (Dependency Application)

Complete NAVPERS 1300/16 (Report of Suitability for Overseas Assignment)

Scan of Information page of No-Fee Passports for Dependents or proof of submission for a No-Fee Passport (DD Form 1056 signed by passport office)

Enclosure (1)

BRINGING YOUR PET TO JAPAN

GOV'T OF JAPAN HAS STRICT PET ENTRY LAWS THAT CAN TAKE SIX MONTHS TO COMPLETE

PET OWNERS PLANNING to bring their pets to Japan must satisfy the Government of Japan's pet importation laws.

The Yokosuka Veterinary Treatment Facility ensures all pets brought into Japan are in compliance with local laws and base regulations. The VTF recommends personnel who have orders at least three to four months, but ideally six months, before their expected travel date to complete the process while outside of Japan. For those who do not have that time, it is possible to begin the process while outside of Japan and complete the process in Japan on installation.

USFJ has been able to champion "Home Quarantine" as a concession for all SOFA personnel. This quarantine allows service members to maintain their pets in their own custody within their assigned on-base quarters during the assessed quarantine period. Personnel who are most affected are SOFA members who are required to live in off-base housing. If a quarantine period is assessed, military members who live off base will be required to pay for quarantine boarding expenses for their pets in on-base kenneling facilities or incur the significant expense of quarantining their pet at the Airport Animal Quarantine Station facility.



LEARN MORE AT THE #WELCOMEABOARDYOKOSUKA SERIES

Preparing to Bring Your Pets to Yokosuka

<https://www.dvidshub.net/news/462236/welcome-aboard-yokosuka-preparing-bring-your-pets-yokosuka>

PAWS Offers Tips to Help PCSing Pet Owners

<https://www.dvidshub.net/news/464427/welcome-aboard-yokosuka-paws-offers-tips-help-pcsing-pet-owners>

PCS Pet Transportation to Yokosuka

<https://www.dvidshub.net/news/469343/welcome-aboard-Yokosuka-pcs-pet-transportation-yokosuka>

All Pets Must Be Registered at VTF

Pet owners must register their animals at the Yokosuka VTF per CFAY instruction.

Personnel who add pets to their household after arriving in Japan are also required to visit the VTF to register their new family member. Whether the pet was purchased at a shop, through a licensed breeder, received as a gift, adopted, or rescued off of the street, all base community members must comply.

Instruction aside, unregistered pets living overseas and not properly registered at installation VTFs will not be evacuated in the event of an evacuation order due to natural disaster or in the case of a Non-Combatant Evacuation Order.

COMMAND SPONSORSHIP PROGRAM

C7F'S COMMAND SPONSORSHIP program is a vital link to ensure a smooth move to Yokosuka, Japan. Once you receive your orders, you'll see instructions to reach out to your gaining Command Sponsorship Coordinator. Personnel with orders reporting to COMFLEACT YOKOSUKA JA may reach out to the C7F Command Sponsorship Coordinator using the contact information in your orders or C7F Command Ombudsman at ombudsman.c7f@gmail.com. Personnel arriving in Yokosuka and having a hard time reaching their sponsor are asked to contact the C7F command ombudsman. Also, take advantage of the Sponsorship On Demand program.

Sponsors can discuss job responsibilities, duty expectations, and other professional obligations. Also important, your sponsor can also help you make airport shuttle reservations, assist with setting up lodging for you and your family, schedule you for the mandatory AOB/ICR class, and more.

Official Website:
<https://www.c7f.navy.mil/>

Official Facebook page:
<https://www.facebook.com/7thfleet>



SPONSORSHIP ON DEMAND is a new program designed to allow military personnel, dependents and civilian employees an easy way to meet CFAY experts online every first and third Thursday of the month, every month, at 8 a.m. Japan Standard Time.

It was designed to supplement the already well-established Command Sponsorship Program and help pick up where sponsors may not have the same personal experiences to be able to draw from.

Our expert staff is ready to answer questions about your move to Yokosuka. It can be anything from household goods to pet quarantine and travel procedures or language study opportunities to programs available for unaccompanied Sailors.

Check out The Giant Voice Podcast on CFAY's YouTube channel, @cfayokosuka, where they discuss in detail what the Sponsorship On Demand program is and why it's a fantastic way to get the correct information to incoming personnel the quickest and most efficient way possible.

Scan the QR code below. No registration is required. Just log in when we're online and get the answers you need to help make your move to Yokosuka, Japan a smooth transition.



Navy Lodge & CFAY Transient Personnel Unit

YOKOSUKA'S LODGING FACILITY for families on permanent change of station orders is the Navy Lodge, operated by Navy Exchange Yokosuka.

The Navy Lodge is the primary option for military families and many civilian employees. There are two locations: the main one is next to the Housing Welcome Center and near the Chili's. This pet-friendly location also makes it simple for families to quickly register for the Housing Brief all military families are required to attend within the first 72-hours of arrival.

A second location is located in Hachiban Tower near the Commissary, Navy Exchange Main Store, and Sullivan's Elementary School.

Both locations are served by the free Yoko-Pon Base Shuttle. The Shuttle Primarily serves active-duty personnel in uniform going to and from work, however, families and civilian employees may use the shuttle on a Space Available basis to easily get to the Community Readiness Center for AOB/ICR, the NEX and Commissary Complex, base dining facilities, and CFAY's gates.

Verify with your travel clerk on what lodging facilities are authorized for reimbursement through Temporary Lodging Allowance, or TLA, and/or if you're eligible to obtain a Certificate of Non-Availability, or CNA, from the staff at Navy Lodge's check-in desk.

For more information about Temporary Lodging Allowance, please ask your Personnel Office or visit the Defense Travel Management Office webpage: <https://www.travel.dod.mil/Allowances/Temporary-Lodging-Allowance/>.



Navy Lodge



<https://www.navy-lodge.com/Yokosuka>

CFAY Transient Personnel Unit Assists Deployed Ship's Crewmembers

PERSONNEL WHO ARRIVE and assigned to ships currently deployed will report to CFAY's Transient Personnel Unit (TPU) whether the Sailor is accompanied or not. There is no exception to policy.

TPU is located within walking distance of the CFAY Airport Shuttle Service stop, the Navy Exchange and Commissary. TPU staff will assist Sailors with paperwork required for TSC services, Navy Housing assignments, registration for AOB/ICR, etc.

For more information, please visit the CFAY TPU webpage at <https://cnrj.cnmc.navy.mil/Installations/CFAY-Yokosuka/Operations-and-Management/TPU/>.

Enclosure (1)

CFA YOKOSUKA AIRPORT SHUTTLE

The most up-to-date information is always available on the official CFAY website:

<https://cnrj.cnmc.navy.mil/Installations/CFA-Yokosuka/About/Installation-Guide/Airport-Shuttles/> There, you will find shuttle locations, contact information and the CFAY Airport Shuttle Service sign-up form to register for your seat. Registration is strongly encouraged for passengers arriving at Narita International Airport or Haneda International Airport as unregistered seats are offered on a first-come, first-serve Space Available basis. Please have two forms of photo ID available, one which must be a DoD-issued identification card. Passengers arriving at Yokota Air Base are automatically registered through the Air Mobility Command. Please have your DoD-issued identification card available with orders and itinerary.

Pets are not authorized on the CFAY Airport Shuttle Service. Passengers with pets arriving at Yokota Air Base should coordinate with their command sponsor, command ombudsman, or arrange commercial transportation. Passengers with pets arriving at either Narita International Airport or Haneda International Airport must coordinate commercial transportation on their own or arrange for their sponsor to pick them up from the airport.

Please contact the CFAY Airport Shuttle Desk at CFAY_Bus@us.navy.mil for more information.

CFA Yokosuka to Yokota AB

Wednesday, Thursday, Friday, Saturday from the Transaction Service Center (TSC) Building

Check in 8 a.m. Depart at 8:30 a.m.

Yokota AB to CFA Yokosuka

Wednesday and Friday from the Yokota Air Terminal

Departure is dependent on flight arrival. Shuttle will remain until all CFAY-bound passengers have cleared

CFA Yokosuka - Narita International Airport

This shuttle operates daily. Only departure times are listed. Check in starts one hour before departure.

Transaction Service Center (TSC)	10:00 a.m.	1:00 p.m.
Narita Terminal 1	4:30 p.m.	8:00 p.m.
Narita Terminal 2	4:40 p.m.	8:10 p.m.

CFA Yokosuka - Haneda International Airport

This shuttle operates daily. Only departure times are listed. Check in starts one hour before departure.

Transaction Service Center (TSC)	12:00 p.m.	5:00 p.m.
Haneda Terminal 3	3:00 p.m.	8:00 p.m.
Haneda Terminal 1	8:00 p.m.	8:10 p.m.

FAMILY ASSISTANCE SUPPORT TEAM (FAST)

CFAY Family Assistance Support Team (FAST) was established to provide support, limited services and assistance during underway periods to personnel and family members of the Forward Deployed Naval Forces (FDNF) in Yokosuka. CFAY FAST is located at Fleet Recreation Center in Room 347.

- IDs for Active Duty Personnel, Government Employees, Contractors, and Dependents
- CAC unlocks and resets for all military and DOD employees
- Defense Enrollment Eligibility Reporting System (DEERS) Updates
- Passport Multiple Re-entry/Exit Stamps

CFAY FAST Office Operating Hours:

Closed for all Federal, Observed and CFAY-Designated Holidays

Mon / Wed 8 a.m. — 4 p.m. Tues / Thurs 9 a.m. — 4 p.m. Fri 9 a.m. — 2 p.m.

CFAY FAST Office Contact Numbers:

DSN: 315-243-5770

From Japanese Phone: 046-816-5770

International: 011-81-46-5770

Yokota Passenger Air Terminal, Yokota Air Base: All personnel without pets will take the CFAY Airport Shuttle Service. There is no reservation required. The CFAY Airport Shuttle Service cannot transport pets. Personnel with pets arriving at Yokota Air Base should coordinate with their command sponsor, command ombudsman, or contact commercial transportation.

Narita International or Haneda International: Personnel must reserve a seat on the CFAY Airport Shuttle Service. Reservations can be made through the official CFAY website. The CFAY Airport Shuttle Service cannot transport pets. Personnel with pets are encouraged to read this guide for transportation: <https://www.dvidshub.net/news/469343/welcome-aboard-yokosuka-pcs-pet-transportation-yokosuka>

Sign up for a CFAY Airport Shuttle Service seat here:

<https://cnrj.cnmc.navy.mil/Installations/CFA-Yokosuka/About/Installation-Guide/Airport-Shuttles/>

Tap this link for [CFAY Airport Shuttle Schedules](#) or go to page 12.

NEX Airport Transportation Options:

NEX Yokosuka Van Chauffeur Services:	243-4511	046-816-4511	+81 46-816-4511
NEX Yokosuka Car Rental:	243-4456	046-816-4456	+81 46-816-4456

For more information, please contact CFAY FAST at FAST_CONNECT@us.navy.mil or visit the CFAY FAST page <https://cnrj.cnmc.navy.mil/Installations/CFA-Yokosuka/Operations-and-Management/Admin/FAST/>.

Enclosure (1)

FINANCIAL PLANNING FOR PCSing

Don't be caught off guard with unexpected costs. Japan has unique expenses you need to plan for including:

- Startup cost for off base housing — minimum \$5,000 and up to \$10,000
- Lodging expenses (bill must be paid in full every 10 days)
- Vehicle purchases have additional
- Mobile phone startup fees

Please contact your local FFSC Personal Finance Manager (PFM), your Command Financial Specialist (CFS), or Navy-Marine Corps Relief Society for more information.

Money on the Move

Financially plan for your PCS



Learn the necessary steps to plan and prepare your finances for your move.

Optimize your resources and strategize ways to complete your upcoming move without breaking your budget.



To register, please call 243-3372 or email FFSCinfo@us.navy.mil

FLEET & FAMILY SUPPORT CENTER

RESOURCES

<https://www.facebook.com/cfay.ffsc>

Work and Family Life Office:
DSN 243-3372 or 046-816-3372

FFSCinfo@us.navy.mil

Clinical & Counseling Office:
DSN 243-7878 or 046-816-7878

FFSC CRISIS RESPONSE

DURING BUSINESS HOURS

Family Advocacy Program

243-7878 or 046-816-7878

Domestic Abuse Victim Advocacy

243-7878 or 046-816-7878

Sexual Assault Prevention & Response

243-8415 or 046-816-8415

Emergency 24 Hour SAPR Hotline

080-9355-8555 or 080-9355-8556

AFTER BUSINESS HOURS

080-1014-0985

090-8046-5783

Same as business hours

Additional FFSC Programs and Resources

Exceptional Family Member Program (EFMP) - The Navy's EFMP serves Navy families with special needs. CFAY FFSC's EFMP Non-Medical Case Liaison are available to assist. For more information, email FFSCinfo@us.navy.mil, call 243-9605 or 046-816-9605, or visit <https://ffr.cnic.navy.mil/Family-Readiness/Fleet-And-Family-Support-Program/Work-and-Family-Life/Exceptional-Family-Member-Program/>.

Family Employment Readiness Program (FERP) - FERP assists military spouses, family members, and DoD military personnel in finding public and private sector employment. CFAY's FERP has provided a Family Employment Resource Guide with employment opportunities available in Yokosuka. Contact the CFAY FFSC at FFSCinfo@us.navy.mil and request to have the most recent guide sent to you.



Area Orientation Brief / Intercultural Relations (ICR)

For AOB/ICR registration, please email FFSCinfo@us.navy.mil, or call DSN 243-3372 or 046-816-3372.

This three-day training is **MANDATORY** for all SOFA-sponsored personnel including military service members, civilian employees, contract employees, and adult dependents within 30 days of reporting to Yokosuka in accordance with COMNAVFORJAPAN/COMNAVREGJAPANINST 1740.5A, even if you have previously served in Japan. It is designed to reduce stress and frustration of moving to Yokosuka by ensuring newly reporting personnel are introduced to current CFAY policies, programs, services, responsibilities and facilities in accordance with COMFLEACTINST 1740.3E.

Additionally, certified attendance is required for anyone who intends to obtain a U.S. Forces Japan (SOFA) driver's license during their stay. More information on the SOFA Driver's License is available on the CFAY Safety Driver's License Office page here: <https://cnrj.cnrc.navy.mil/Installations/CFA-Yokosuka/Operations-and-Management/Safety/Drivers-License/>

Reservations are required and suggested at least four weeks prior to arrival in the Yokosuka area. Your sponsor can make reservations or you can register yourself. Emails can be sent with **subject line** "AOB/ICR" to FFSCinfo@us.navy.mil.



Join us in Kamakura!

AOB / ICR PARTICIPANTS OFTEN have an opportunity to try out the country's train system (with help!) and visit Kamakura, a seaside city that was once the political center of medieval Japan and is now a popular resort town with dozens of Buddhist temples and Shinto shrines.

AOB / ICR Schedule

Tuesday - Area Orientation Brief (AOB) and Resource Fair (optional)

Check-in begins at 8 a.m. Class starts at 8:30 a.m.

Wednesday - Intercultural Relations (ICR) and Kamakura Tour (optional)

Check-in begins at 8 a.m. Class starts at 8:30 a.m.

Thursday - AM: safeTALK (Mandatory for active duty)

Check-in begins at 7:45 a.m. Class starts at 8 a.m.

PM: Traffic Safety and Driver Written Test

Check-in begins at 12 p.m. Class begins at 12:30 p.m.

*Exam will be administered only to personnel who have returned their Driver's License Handbook.

Military and civilians are **REQUIRED** to attend every brief. If you miss any portion, you will be required to reschedule. This includes CFA Yokosuka Housing appointments, medical/dental, any other appointment, re-enlistments, command responsibilities, etc. In order to receive a Certificate of Completion, all portions must be completed. Please note that consistently returning late from breaks, sleeping in class, and using cell phones may result in a call to your command and rescheduling AOB for a future week.

If you've been stationed in Japan within the last five years or are a Japanese citizen, attendance may only be required for the Tuesday and Thursday class. Proof of prior duty in Japan or Japanese citizenship is required.

Childcare Information

To access childcare services, new families can get in touch with CFA Yokosuka Child and Youth Programs (CYP) Administration. CFA Yokosuka CYP may be reached at mwr_yokosuka_cypadmin@us.navy.mil. There is also a special email address specific for AOB childcaremwr_yokosuka_CYP_AOB@us.navy.mil. We encourage AOB participants to email both the AOB and CYP Admin email addresses for inquiries regarding childcare requirements and availability.

Parents already registered may use the online reservation:

<https://myffr.navyaims.com/wbwsc/jpnyokcyp.wsc/wbsplash.html?wbp=1>

If new families require full-time care, they can proceed to www.militarychildcare.com.

For more information, please visit our webpage on the CFA Yokosuka MWR website:

<https://www.navymwryokosuka.com/programs/043a4a4e-1dac-48bc-ba65-3a8ab338f7a5>.

It's important to note that children with school-age care youth must be enrolled in school prior to attending the School-Age Care program.

- Main Base Child Development Center (CDC) for ages 6 weeks to 5 years (not in kinder)
- Main Base School Age Care (SAC) for grades K to 12-years-old
- Ikego Child Development Center (CDC) for ages 6 weeks to 5-years-old (not in kinder)

- Family Child Care (FCC formerly Child Development Homes (CDH) — Ages vary per provider
- Ikego School Age Care (SAC) from Grade K to 12-years-old
- Youth Sports for children 3 to 18-years-old
- Teen Center from Tweens (10-years-old to 12-years-old) to Teens (13-years-old to 18-years-old and enrolled in high school)

Nursing Infant Waiver

Parents with nursing infants may request a waiver through the CFA Yokosuka FFSC prior to the start of AOB/ICR class week. This allows the parent to attend AOB/ICR class with infant. The waiver must be shown at the beginning of each day. For more information, please contact FFSCinfo@us.navy.mil.

Waitlists

Military families may be placed on a waitlist for child care when care is not available. Families may request child care by visiting www.MilitaryChildCare.com. This DoD website serves all military families seeking childcare and provides access to military-operated child care options world-wide. Families may search for and request care, manage their requests, and update their profile online.

- For children 6 weeks to 12 months, parents are to provide the following: diapers, wipes, and two changes of clothes. Please contact the CDC regarding food preparation policies.
- If 5-year-old is already enrolled in school, child should go to School-Age Care Center.

Youth ICR and Teen ICR

Moving to a new place can be overwhelming to anyone. CFAY FFSC provides a youth support class to help children transition to Japan: their new school, home, and environment. This class gives students an introduction to the Japanese culture and customs. This is an optional training offered for elementary, middle school and high school students. To reserve a seat, please call or email FFSCinfo@us.navy.mil.





Youth ICR

INTERACTIVE ORIENTATION FOR STUDENTS

CLASS SCHEDULE:

Elementary school (1st-5th) : Every 1st Tuesday of the month, 2:30 - 4:00 pm
Middle / High school (6th-12th): Every 2nd Tuesday of the month, 2:30 - 4:00 pm

To sign up, stop by the FFSC or call 243-3372

Yokosuka CYP Locations



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YOKOSUKA NAVY HOUSING

Contact: Yokosuka_Housing@us.navy.mil

For most up to date information and floor plans, please visit our website:

<https://ffr.cnmc.navy.mil/Navy-Housing/Housing-By-Region/Japan/CFA-Yokosuka/>

Within three business days of your arrival, please check in or call 243-9037 (commercial 046-816-9037) the CFA Yokosuka Housing Office (Bldg. 1441) next to the Navy Lodge to sign up for the CFA Yokosuka Housing Welcome Brief. This brief is held Monday through Friday. Space is limited for the brief, therefore sign-up in advance is highly recommended.

The CFA Yokosuka Housing brief begins at 8:30 a.m. daily and check in is at 8:15 a.m.

Note: Once you check-in to your command, please be sure to make copies of your PCS orders with command check-in stamp and Dependent Entry Approval for submission.

Military Family Housing (MFH) in Yokosuka and Ikego consists of 2,420 housing units. MFH includes town houses and high-rise apartments. There are no basements or attics in MFH. All command-sponsored family members are eligible for MFH.

MFH units are furnished with household appliances (e.g. refrigerator, electric cooking stove, microwave oven, washer, dryer and dishwasher, etc.). Accordingly, it is suggested that you do not bring your own appliances with your household goods.

Dogs are only permitted in single-family/townhouses, and on the first and second floor of all housing towers. They are NOT permitted in tower elevators for any reason or on any other floor above the second. Members are permitted to have no more than two pets in their assigned unit (e.g., two cats; one cat and one dog). Cats are permitted in all housing units.

All pets shall be registered with the Yokosuka Veterinary Treatment Facility, have up-to-date vaccinations, and be micro-chipped for identification at all times. Pet cats must be spayed or neutered. Documentation certifying registration, vaccinations, spaying or neutering shall be submitted to the CFA Yokosuka Housing Office (HO) upon assignment, upon request or when there is a change. Failure to submit the required documents may result in loss of pet privileges in MFH.

CFA Yokosuka Ikego Heights Housing Area

Ikego Heights is set in a forested area in the seaside resort town of Zushi. Ikego has the all hands Club Takemiya, West Valley Campgrounds, a paintball course, mini Navy Exchange, pool, Child Development Center, Ikego Elementary School, and other recreational areas are available. The Ikego Home-to-Work shuttle bus runs from Ikego to Yokosuka in the morning and returns in the evening, and following extra-curricular events at the high school. Ikego can be reached in 30 minutes in moderate traffic by surface roads. There is a designated pedestrian gate connected from the base to local train station, Jimmuji Station, which gives you convenient access to Yokosuka. This train ride is approximately 20 minutes.

Off-Base Housing

As discussed in the Financial Assistance section, moving into off-base housing can be costly; planning and budgeting ahead of time is key when moving into the Japanese community. Initial housing expenses may

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range from \$5,000 to \$10,000. Military personnel may request Advanced Housing Allowance through their command. Advanced Housing Allowance is authorized to cover the entire move-in cost, which may include:

- First month's rent
- Security deposit
- Agent fee
- Owner fee

Electrical power in Northern Japan off-base housing is 30-50 amps at 100 volts/50 cycles. On-base housing is also 100-volt/50-cycle power. On-base quarters have 220-volt outlets to accommodate American-style clothes dryers and electric stoves. Most off-base Japanese houses do not have the space and or power requirements for American dryers. Space restrictions preclude the installation of an American-style washer/dryer and a large refrigerator or freezer. Because of the difference in the power provided, many American products will run slower due to low power supplied. Timers/clocks will lose about 10 seconds every minute.

Most American electrical products are equipped with a standard three-prong plug, however most Japanese homes only provide two prong plugs and will require adapters. CFA Yokosuka Housing can provide appliances for off-base rental quarters, if not already installed.

The Rental Partnership Program (RPP)

RPP is designed to assist military personnel in finding affordable, secure, quality off-base housing. This program is available to anyone eligible for OHA or Living Quarters Allowance (LQA).

Single Service Member Housing

Unaccompanied Housing is located in Bldg. 3333 across the street from the Transaction Service Center (TSC). The UH Front Desk can be contacted at DSN 315-243-5569 or internationally at 011-81-46-816-5569.

Single Service Member Housing (Sea Duty personnel/Homeport Ashore program)

CFA Yokosuka is committed to providing Unaccompanied Housing to Sailors in paygrades E1-E4 with less than four years of service on Sea Duty.

Availability / Eligibility

Each afloat command determines which Sailors may be authorized bed spaces in UH.

Application Procedures

For information on the procedures for the "Homeport Ashore" program, please contact your command.

GENERAL SCHOOL INFORMATION

Please have the following documents/items at the time of enrollment to ensure a smooth registration process:

- All previous school records, report cards, transcripts and other academic records
- Date of Birth: Certified copy of birth certificate/child's passport
- Dependent Status: Copy of Sponsor's PCS orders
- Copy of Dependent Entry Approval letter
- Local telephone number, mailing address and email address
- Local emergency contact information
- U.S. Emergency contact information

Electronic DoDEA Student Registration: <https://dodeasis.myfollett.com/aspen/logon.do>

Nile C. Kinnick High School (9th- 12th)

PSC 473 Box 95

FPO AP 96349

<https://kinnickhs.dodea.edu>

<https://www.facebook.com/DODEAKinnickHighSchool>

Email: AttendanceKinnickHS@dodea.edu

Phone: 046-816-7392

Yokosuka Middle School (5th- 8th)

PSC 473 Box 128

FPO AP 96349

<https://yokosukams.dodea.edu>

<https://www.facebook.com/YokosukaMiddleSchool>

Email: YSMS.Registrar@dodea.edu

Phone: 046-816-5165

The Sullivans Elementary School (2nd- 4th)

PSC 473 Box 96

FPO AP 96349

<https://sullivanses.dodea.edu>

<https://www.facebook.com/dodea.sullivans.es>

Email: Registrar.SullivansES@pac.dodea.edu

Phone: 046-816-7336

Ikego Elementary School (Pre-K - 5th)

PSC 474 Box 300

FPO AP 96351

<https://ikegoes.dodea.edu>

<https://www.facebook.com/IkegoElementary>

Email: PAC_IkegoES_Registrar@dodea.edu

Phone: 046-806-8320

Yokosuka Primary School (Pre-K - 1st)

PSC 473 Box 96

FPO AP 96349

<https://yokosukaps.dodea.edu>

<https://www.facebook.com/DODEAYokosukaPrimarySchool>

Email: YKSP.Registrar@dodea.edu

Phone: 046-816-7336

CFA Yokosuka MWR School Liaison Officer

Bldg. 1559 Room 201B

7 a.m. to 4 p.m.

Local Phone: 243-5542 or 046-816-5542

From the US: 011-81-46-816-5542

MWR_Yokosuka_School_Liaison@us.navy.mil

PSC 473 Box 60, FPO AP 96349

<https://www.navymwryokosuka.com/>

(Navigate to Child & Youth and select School Liaison Officer)

DoDEA recently selected CFAY as one of the first installations to offer universal pre-kindergarten. Ask our school staff or School Liaison Officer for more information.

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EMERGENCY CONTACT

PLEASE BE AWARE!

If you have a Japanese cell phone service provider, please save these numbers. If you use an American cell phone service provider, please ask your provider for guidance. The country code for Japan is +81, then drop the first digit. To get a + sign, hold the 0 down until it appears. Example, the CFAY Quarterdeck is +81 46-816-5000.



Scan the QR code to link to our download for the Pocket Phone Directory or the Region Phone Directory.

119 Emergency

046-816-0911 Emergency (On Base)

046-816-7141 Naval Hospital Yokosuka

046-816-5000 CFAY Security Quarterdeck

090-1468-2779 Duty Chaplain

090-8046-5783 SAPR Victim Advocate

080-8409-8610 Sexual Assault Response Coordinator

The full phone directory for Navy Region Japan, including all CFAY facilities, is always available on the official CFAY website: <https://cnrj.cnmc.navy.mil/Installations/CFAYokosuka/Contact-Us/>

From DSN

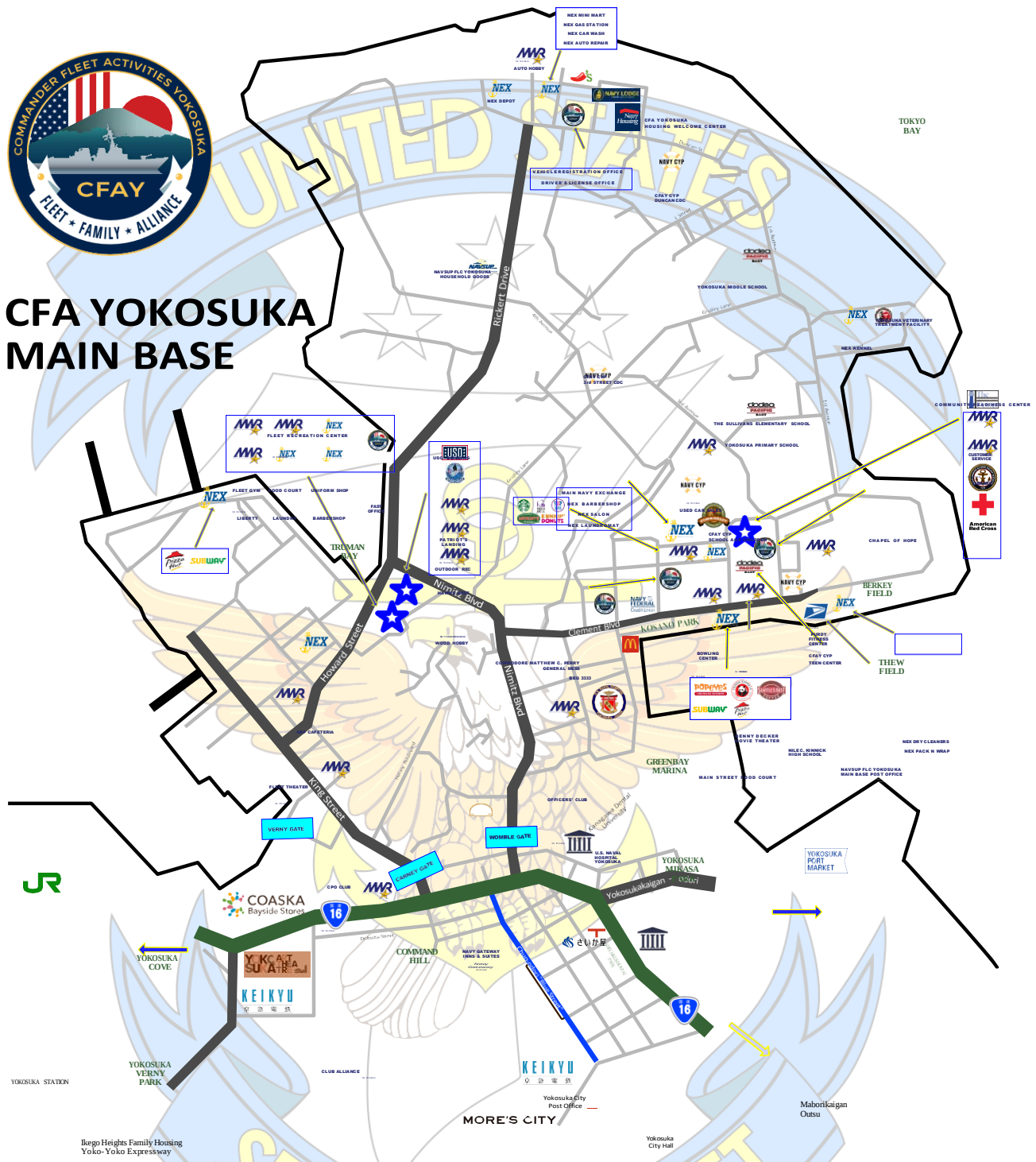
243-1110	CNRJ Base Operator
243-4444	NEX Base Taxi
243-2010	CFAY Chapel of Hope
243-5330	CFAY DBIDS Registration
243-9089	CFAY Driver's License Office
243-9605	CFAY EFMP Liaison
243-3372	CFAY FFSC Main Office
243-9037	CFAY Housing Office
246-8042	CFAY Ikego Command Office
243-4079	CFAY Child & Youth Program
243-6713	CFAY MWR Customer Service
243-7317	Navy Gateway Inns & Suites
243-6708	Navy Lodge
243-8466	NAVPTO Passport Office
243-5542	CFAY School Liaison Officer
243-5162	CFAY TPU
243-9528	Tricare
243-5569	CFAY UH Front Desk
243-5011	CFAY Vehicle Registration
243-6820	Veterinary Treatment Facility
243-9426	WIC-Overseas

From Mobile

046 -816 -1110	CNRJ Base Operator
046-816-4444	NEX Base Taxi
046-816-2010	CFAY Chapel of Hope
046-816-5330	CFAY DBIDS Registration
046-816-9089	CFAY Driver's License Office
046-816-9605	CFAY EFMP Liaison
046-816-3372	CFAY FFSC Main Office
046-816-9037	CFAY Housing Office
046-806-8042	CFAY Ikego Command Office
046-816-4079	CFAY Child & Youth Program
046-816-6713	CFAY MWR Customer Service
046-816-7317	Navy Gateway Inns & Suites
046-816-6708	Navy Lodge
046-816-8466	NAVPTO Passport Office
046-816-5542	CFAY School Liaison Officer
046-816-5162	CFAY TPU
046-816-9528	Tricare
046-816-5569	CFAY UH Front Desk
046-816-5011	CFAY Vehicle Registration
046-816-6820	Veterinary Treatment Facility
046-816-9426	WIC-Overseas



CFA YOKOSUKA MAIN BASE



LEGEND

- National Route 16
- Large Street
- City Main Street
- Street
- Yoko-Pon Shuttle Route
- Yoko-Pon Shuttle Stop



- Naval Hospital Yokosuka
- Base school



NEX Operated Facility



Post Offices



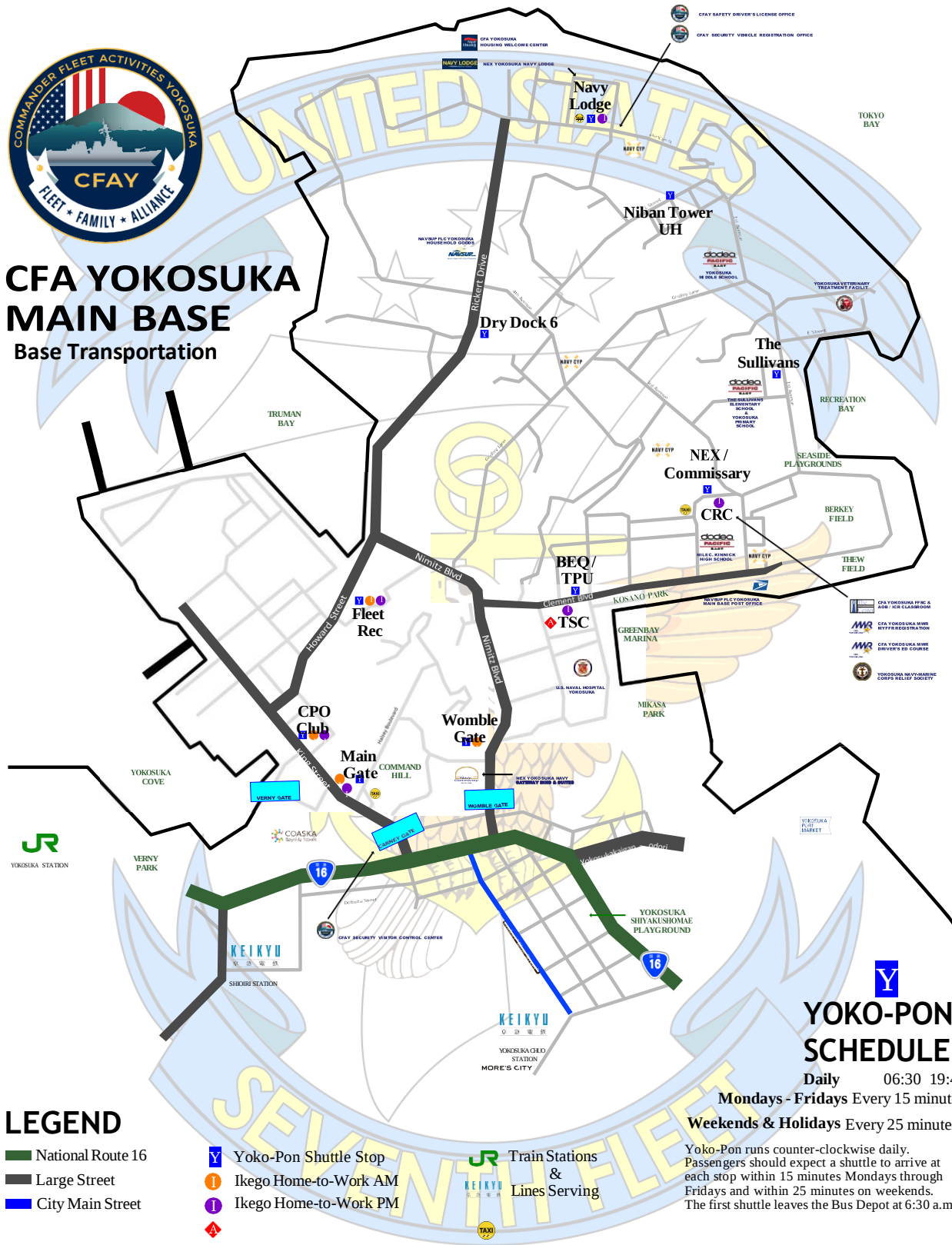
City Facilities



Train Stations
&
Lines Serving



CFA YOKOSUKA MAIN BASE Base Transportation



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EMERGENCY NOTIFICATION REGISTRATION

CFAY AND LOCAL city governments all provide emergency notification systems for severe weather, natural disasters. CFAY uses the AtHoc Emergency Notification System. Sponsors may register themselves and their dependents to receive emergency notifications from CFAY through email, phone calls, text messaging, or app. For more information or to register, please visit the CFAY Emergency Management Department webpage for AtHoc or the local city government most applicable to you.

COMMANDER, FLEET ACTIVITIES YOKOSUKA



<https://cnrj.cnic.navy.mil/Installations/CFA-Yokosuka/Operations-and-Management/Emergency-Management/AtHoc-Notification-System/>

CITY OF YOKOSUKA



https://www.city.yokosuka.kanagawa.jp/0525/bousainavi/sonae/jouhou/documents/bousaijyouhou_mail_english.pdf



CITY OF ZUSHI



<https://www.city.zushi.kanagawa.jp/kurashi/bosai/1001616/1001618.html>

CITY OF YOKOHAMA



<https://www.city.yokohama.lg.jp/lang/residents/en/emergencies/saigai/hesonaeru.html>



TOWN OF HAYAMA



<https://www.town.hayama.lg.jp/soshiki/bousaianzen/2/4/1664.html>

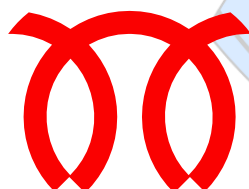
CITY OF KAMAKURA



<https://www.city.kamakura.kanagawa.jp/sougoubousai/haishin0001.html>



CITY OF MIURA



https://miura-city.site.ktaiwork.jp/?page_id=13

USFJ Emergency Evacuation Program (EEP)

USFJ MANDATES ALL SOFA-sponsored personnel to complete the Emergency Evacuation Program packet upon reporting to Japan and submit to their Command EEP Warden. This packet can be found on the Commander, Navy Region Japan website: <https://cnrj.cnic.navy.mil/Operations-and-Management/Emergency-Management/>. For more information, please contact your Command EEP Warden.

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