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## Procedures for Authorizing Visits to SOFA Article II Facilities and Areas

### 1. Purpose

- (a) Under Article VI of the Treaty of Mutual Cooperation and Security between the United States of America and Japan, the US is granted the use by its land, air and naval forces of facilities and areas in Japan. The use of these facilities and areas and the status of United States armed forces in Japan are governed by the separate agreement known by the short title of Status of Forces Agreement (SOFA). Based upon Article III of the SOFA, the United State may take all the measures necessary to control access to the facilities and areas provided by the Government of Japan (GOJ).
- (b) US Forces, Japan (USFJ) recognizes the need to maintain friendly relationships with local communities, and will give all due consideration to requests for visits, so far as visits will be made without interrupting military operations, compromising force protection, or hindering management of SOFA Article II facilities and areas.

### 2. (a) The following will establish channels and procedures for requesting authorization for official visits to SOFA Article II facilities and areas.

- (b) “Official visit” under these procedures includes guided tours of the SOFA Article II facilities and areas; consultations with the members of US Forces; and visits by members of Japanese public entities to the SOFA Article II facilities and areas for the purpose of fulfilling official duties.
- (c) These procedures will not apply to those visits to be made at the invitation of US Forces, and to those types of visits to be made as otherwise mutually approved.

### 3. Procedures

- (a) Japanese citizens (groups limited to 20 persons) desiring to make an official visit to SOFA Article II facilities and areas will request authorization not later than 14 calendar days (30 calendar days to the fullest extent possible) in advance of the requested date through the appropriate channels as follows using the request format (including detailed information to the fullest extent possible) attached to these procedures. Request for the authorization for a visit by a group, which is composed of persons from more than one category, will be made in accordance with the procedures specified for the first applicable category described below.

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(b) Category I visits will be requested through the Joint Committee Secretariats and Ministry of Foreign Affairs(MOFA), North American Affairs Bureau, Status of Forces Agreement Division:

- (1) Diet Members
- (2) Central level officials of the GOJ (Excluding Japan Self Defense Forces (JSDF) personnel)
- (3) Other Category II and III visits as mutually coordinated.

(c) Category II visits will be requested through the Ministry of Defense (MOD) to Headquarters, USFJ.

Persons falling into this category are, unless falling into other Category I and III as mutually coordinated between Headquarters, USFJ and MOD:

- (1) Members of local assemblies outside the prefecture in which the facilities and areas to be visited are located
- (2) Officials of local governments outside the prefecture in which the facilities and areas to be visited are located
- (3) Other Category I and III visits as mutually coordinated.

(d) Category III visits will be requested directly to the US military official(s) having command over the facilities and areas to be visited.

Persons falling into this category are all those other than listed above including, unless falling into other Category I and II as mutually coordinated between Joint Committee Secretariats and applicants:

- (1) JSDF personnel
- (2) Central level officials of the GOJ who are located in the same locality as the SOFA Article II facility and area to be visited.
- (3) Members of local assemblies and officials of local governments within the prefecture in which the listed facilities and areas to be visited are located.
- (4) Access for purposes of visits solely to GOJ facilities and areas co-located within existing SOFA Article II facilities and areas.
- (5) Any other visit as mutually coordinated between the U.S. Secretariat of the Joint Committee and the Japanese Secretariat of the Joint Committee for Category I visits and between Headquarters, USFJ J5 and the Joint Committee member from MOD for Category II visits.

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4. Exceptions

- (a) Exceptions to the 14 calendar day advance notification of a request, and 20 person group size will be granted only when the Japanese Representative to the Joint Committee or the Joint Committee member from MOD makes such a request for exception and receives approval from the United States Representative to the Joint Committee.
  
- (b) If a short notice request for authorization for an official visit is made by Diet member, an official of the GOJ, a member of a local assembly or an official of a local government on the grounds that immediate access to the SOFA Article II facilities and areas is necessary in the discharge of his/her official duties, USFJ will pay all due consideration to such a request, so long as the visit will be made without interrupting military operations, compromising force protection, or hindering management of the SOFA Article II facilities and areas.

5. Response to Request

Provided that USFJ receives detailed information of visits no later than 14 calendar days (30 calendar days to the fullest extent possible) in advance of the requested date, USFJ will provide a response (approving or disapproving) to all requests not later than 3 calendar days prior to the date of the visit, except those requests granted exception under 4 above.

6. Request for Media to Accompany Visitors

Requests for media to accompany visitors will be included in the requests noted above and will count against the number of personnel authorized, should the media be permitted to attend.

7. Other matters

Any matters related to the implementation of these procedures will be coordinate between MOD and Headquarters USFJ, or between the Joint Committee Secretariats. Any changes or modifications to the procedures outlined above will be submitted to the Joint Committee for approval.

Attachment: Visit Request Format

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(Visit Request Format)

Request format for Authorization of Visit to SOFA Article II facilities and Areas

(米軍施設・区域立入許可申請様式)

Visit request number (e.g., 2022-1)

(立入許可申請番号)

REQUEST DATE

(申請の日付)

1. Name of Facilities and Areas:

(FAC XXXX Facility Name (施設番号、施設・区域名))

2. Date of Visit:

Date and Time (日付及び時間)

3. Purpose of Visit:

Describe the details as much as possible, including relevant background information regarding matters to be presented during the visit. (立入の目的(可能な限り具体的に記載))

4. Visitor(s)/ 立ち入る者:

List of visitors, occupation (立ち入る者の氏名、役職)

5. Point of Contact of the Visitor(s)/ 申請者側の連絡調整者

Name, telephone number(s), and email address (申請者側の連絡調整者の氏名、電話番号及び電子メールアドレス)

NOTE1: Details of the visit will be coordinated between points of contact. The name, telephone number and email address of USFJ point of contact will be notified to the point of contact of the visitors if the visit is authorized.

(注意 1 : 立入りの詳細は、連絡調整者間で調整される。在日米軍の連絡調整者の氏名、電話番号及び電子メールアドレスは、立入りが許可された場合、申請者側の連絡調整者に通知される。)

NOTE2: The commanders of the SOFA Article II facilities and areas will not comment on government-to-government issues, but on their mission related issues only.

(注意 2 : 米軍施設・区域の司令官は、政府間の問題については意見を述べず、その任務に関する問題についてのみ意見を述べる。)

NOTE 3: During the visit, a representative of the visitors must keep a copy of this request format and present it upon demand while on the facility and area.

(注意 3 : 立入りの間、立ち入る者の代表は、この申請用紙の写しを保持し、米軍施設・区域内で要求されれば提示しなければならない。)