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**BY ORDER OF THE  
COMMANDER**

**HEADQUARTERS, UNITED STATES FORCES, JAPAN  
USFJ INSTRUCTION 31-204**

**1 April 2009**



**Security**

**RESTRICTIONS ON DESIGNATED THIRD COUNTRY  
NATIONALS TO USFJ INSTALLATIONS AND AREAS**

**COMPLIANCE WITH THIS PUBLICATION IS MANDATORY**

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OPR: USFJ/J2CI (LTC Daniel Tobias)

Certified by: USFJ/J2 (CAPT Jerry Jacobson)

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**PURPOSE:** To establish policy governing restrictions on access to USFJ installations and areas by certain third country nationals.

**SUMMARY OF CHANGES**

Updates the Designated Country list (Attachment 1), procedures and diplomatic prefixes used in Japan.

1. **Scope:** This instruction pertains to non-U.S. and non-Japanese citizens, and foreign diplomatic vehicles of designated third countries (Attachment 1). This instruction is applicable to all USFJ installations and areas (includes tenant units, private organizations, and other activities). It does not pertain to SOFA dependents that are citizens of designated third countries. This instruction also does not apply to the following:

1.1. Immediate family member of sponsor or sponsor's spouse that are citizens of a designated third country. Immediate family members are defined as parents, grandparents, siblings, and sibling's children under 21 years of age. Burden of proof for such relationships is the sponsor's responsibility. Immediate family members who are government officials, including military, from one of the countries marked \*\* in Attachment 1 of a designated third county must gain advance approval as outlined in section 4.1.3.

1.2. School children and school officials who are citizens of designated third countries that are attending DoDDS sponsored events.

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1.3. Officially sponsored visitors reported to the GOJ in accordance with HQ USFJ Inst 90-205 (Entry and Exit of Individuals, Cargo, Aircraft and Surface Vessels), paragraph 10.6. when a planned visit meets the criteria stated in paragraph 10.6.1. and 10.6.2. of HQ USFJ Inst 90-205, the concerned U.S. agency or organization in the Third State interested in effecting the visit will initiate preliminary inquiries through the host service Commander (U.S. Army Japan, Commander Naval Forces Japan, Fifth Air Force, or Marine Forces Japan, etc.) to ensure proper coordination of the proposed visit. Each such inquiry will contain the following information:

1.3.1. Names, ranks, and positions of persons concerned.

1.3.2. Destination and purpose.

1.3.3. Date and place of planned entry, and period of stay.

1.3.4. Prior administrative arrangements.

1.4. If the host commander disapproves the planned visit, he will furnish a copy of the communication announcing his decision to HQ USFJ, Attn: J03. If the host commander concurs with the planned visit, such concurrence will be forwarded to HQ USFJ, Attn: J03, with the information required in paragraph 1.3 to arrive not less than 30 days prior to the planned date of entry.

1.5. If COMUSJAPAN concurs with the proposed visit to U.S. Forces facilities, COMUSJAPAN will inform the GOJ through the Joint Committee of its intent to authorize Third State Nationals to visit U.S. Forces facilities. COMUSJAPAN will advise host command whether entry notification is received without objection.

## 2. General:

2.1. Commanders for respective components, installations, and activities under USFJ, establish guidelines for entry into installations under their command by non-SOFA U.S. persons, Japanese nationals, and non-SOFA citizens of third countries, which are not referenced in Attachment 1. In addition, commanders will develop their own procedures for the exceptions contained in paragraph 1.1 and 1.2. Such policies will be coordinated through the USFJ Provost Marshal's office (USFJ/J023).

2.2. Entry onto USFJ installations/areas by non-SOFA personnel from designated third countries (Attachment 1) is not authorized without prior coordination with the installation counterintelligence agency and subsequent approval of the installation commander (or delegate). Determination to grant entry will be made on a case-by-case basis using guidance set forth in this instruction. Guests and visitors from countries identified in this instruction invited by COMUSJAPAN, Deputy, or Service Component Commanders as part of official USFJ or service component ceremonies or meetings do not require Installation Commander Approval but still require USFJ J5/PACOM approval. However, notification, to include a list of all attendees, will be made to the respective Installation Commander and counterintelligence organization for screening.

2.3. Citizens, diplomatic staff members, and persons driving vehicles bearing foreign diplomatic license plates from countries listed in Attachment 1 may attempt to enter USFJ installations without proper authority. A listing of license plate prefixes used on diplomatic vehicles by all countries having representatives in Japan is provided in Attachment 2.

### 3. Responsibilities:

3.1. COMUSJAPAN has the responsibility for coordinating USFJ policy regarding access by foreign nationals to USFJ installations and for monitoring unauthorized attempts by listed third country nationals to enter USFJ installations.

3.2. USFJ component commanders are responsible for enforcement of this instruction. This instruction should be distributed to all tenant units, private organizations, and other installation activities which sponsor non-SOFA personnel onto USFJ installations/areas.

3.3. Service component and installation military police/security forces will conduct coordination with the 441<sup>st</sup> Military Intelligence Battalion/500th Military Intelligence Brigade, Air Force Office of Special Investigations, or the Naval Criminal Investigative Service as appropriate, to obtain current counterintelligence threat data and report no-notice, attempted entry by third country nationals.

### 4. Procedures:

4.1. In the event citizens of a country or an individual driving a diplomatic plated vehicle of a country listed in Attachment 1 attempt to enter USFJ installations/areas, entry will be denied unless all of the following conditions are met.

4.1.1. The individual(s) is/are sponsored by a SOFA member.

4.1.2. The SOFA member sponsoring the individual(s) has made a written request to the installation commander, with the following information: name; permanent address; address staying in Japan; gender; date of birth; country of citizenship; passport number; relationship; if driving, make, year, color, and license plate number of the vehicle; and date, time, and duration of the intended visit. Installation commanders should reference the current National Intelligence Priority Framework, in conjunction with their local counterintelligence supporting unit, when deciding on approval or denial of entry.

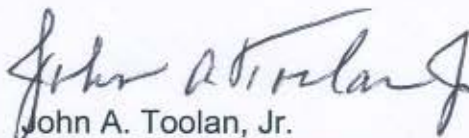
4.1.3. Any country listed in Attachment 1 with \*\* next to the country name must have PACOM approval for any Government Official to include military officials. Any country listed in Attachment 1 with \*\*\* next to the country name must coordinate with USFJ J54 for any Government Official to include military officials. This requirement does not include non government TCNs trying to gain access and is dependent upon the installation commander for their approval. The procedure and format for any Government Official from one of the countries marked \*\* is listed in DoDI 2000.23 dated July 15, 2008. Enclosure 6 of DoDI 2000.23 has the request format. All memorandums must be routed through USFJ J5 and PACOM J514.

4.1.4. The sponsor has received endorsement of the written request by the installation law enforcement office and the local counterintelligence agency.

4.1.5. The installation commander or their delegated representative has approved the visit.

4.1.6. PACOM has approved the visit for \*\* marked countries.

4.2. Reporting. Situations involving entry by foreign nationals/diplomatic vehicles onto USFJ installations and areas will be recorded, as appropriate, by installation military police/security forces and/or counterintelligence organizations. Only those instances where a report is generated by the counterintelligence organization need be reported to USFJ J2. Point of contact for this reporting is HQ USFJ/J2CI, Counterintelligence Support Officer (CISO), DSN: 225-2443.



John A. Toolan, Jr.  
Brigadier General, U.S. Marine Corps  
Deputy Commander

2 Attachments

1. Designated Third Country List
2. Consolidated List of Diplomatic Prefixes

## ATTACHMENT 1

## DESIGNATED THIRD COUNTRY LIST

Note: Citizens from these countries require prior approval from installation commander. (See Paragraph 1 for exceptions.)

Afghanistan	Libya
Albania	**Macau
Algeria	Macedonia
Armenia	Malaysia
Azerbaijan	Mali
Bahrain	Morocco
Bangladesh	Nicaragua
Belarus	Nigeria
Bolivia	North Korea
Bosnia-Herzegovina	Oman
Burma (Myanmar)	Pakistan
**China	Palestinian Authority
Colombia	Peru
Croatia	Qatar
Cuba	Russia
Djibouti	Saudi Arabia
Egypt	Serbia/Montenegro
France	Singapore
Georgia	Somalia
**Hong Kong	Sudan
India	Syria
Indonesia	***Taiwan
Iran	Tajikistan
Iraq	Tunisia
Israel	Turkmenistan
Jordan	Ukraine
Kazakhstan	United Arab Emirates
Kuwait	Uzbekistan
Kyrgyzstan	Venezuela
Laos	Vietnam
Lebanon	Yemen

\*\* Government Officials including military members require PACOM approval. See paragraph 4.1.3 for procedures.

\*\*\* Government Officials including military members require USFJ J5 coordination.

**ATTACHMENT 2  
CONSOLIDATED LIST OF  
DIPLOMATIC PREFIXES USED IN JAPAN**

01 – Afghanistan	48 – South Korea	95 – Ireland	142 – Eritrea
02 – Algeria	49 – Kuwait	96 – Mongolia	143 – Kyrgyzstan
03 – Argentina	50 – Laos	97 – Slovak	144 – Bahrain
04 – Australia	51 – Lebanon	98 – United Arab Emirates	145 – Azerbaijan
05 – Austria	52 – Liberia	99 – Jordan	146 – Albania
06 – Belgium	53 – Madagascar	100 – Vietnam	147 – Latvia
07 – Bolivia	54 – Malaysia	101 – Papua New Guinea	148 – East Timor
08 – Brazil	55 – Mexico	102 – Tunisia	149 – Maldives
09 – Bulgaria	56 – Morocco	103 – Syria	150 – Lesotho
10 – Myanmar (Burma)	57 – Nepal	104 – Kenya	151 – China
11 – Canada	58 – Netherlands	105 – Oman	152 – Georgia
12 – Reserved	59 – New Zealand	106 – Rwanda	153 – Tajikistan
13 – Sri Lanka	60 – Nicaragua	107 – Fiji	
14 – Chile	61 – Nigeria	108 – Yemen	
15 – Zambia	62 – Norway	109 – Zimbabwe	
16 – Colombia	63 – Pakistan	110 – Reserved	
17 – Congo (Zaire)	64 – Panama	111 – Brunei	
18 – Costa Rica	65 – Paraguay	112 – Luxembourg	
19 – Cuba	66 – Peru	113 – Cameroon	
20 – Czech Republic	67 – Philippines	114 – Djibouti	
21 – Denmark	68 – Poland	115 – Micronesia	
22 – Dominican Republic	69 – Portugal	116 – Mauritania	
23 – Ecuador	70 – Romania	117 – Reserved	
24 – El Salvador	71 – Saudi Arabia	118 – EU	
25 – Ethiopia	72 – Singapore	119 – South Africa	
26 – Finland	73 – Spain	120 – Jamaica	
27 – France	74 – Sweden	121 – Malawi	
28 – Gabon	75 – Switzerland	122 – Croatia	
29 – Germany	76 – Tanzania	123 – Mozambique	
30 – Ghana	77 – Thailand	124 – Burkina Faso	
31 – Greece	78 – Turkey	125 – Cambodia	
32 – Guatemala	79 – Russia	126 – Uganda	
33 – Qatar	80 – Egypt	127 – Ukraine	
34 – Haiti	81 – UK (England)	128 – Belarus	
35 – Vatican	82 – USA	129 – Marshall	
36 – Honduras	83 – USA	130 – Uzbekistan	
37 – Hungary	84 – USA	131 – Kazakhstan	
38 – South Korea	85 – Uruguay	132 – Botswana	
39 – India	86 – Venezuela	133 – Estonia	
40 – Indonesia	87 – USA	134 – Lithuania	
41 – Iran	88 – Yugoslavia	135 – Bosnia-Herzegovina	
42 – Iraq	89 – Libya	136 – Angola	
43 – Israel	90 – Bangladesh	137 – Iceland	
44 – Italy	91 – China	138 – Belize	
45 – Cote D'Ivoire	92 – Guinea	139 – Mali	
46 – Senegal	93 – Sudan	140 – San Marino	
47 – South Korea	94 – Slovenia	141 – Benin	