



Welcome Aboard Package

Naval Air Facility Atsugi, Japan



Relocation Assistance Program
Fleet and Family Support Center
Commander Navy Installation
Atsugi, Japan
Nov 2025

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Welcome to Japan

Greetings and Welcome Aboard!

Welcome to **Naval Air Facility Atsugi**, and congratulations on your assignment to one of the most dynamic and culturally rich duty stations in the Indo-Pacific region! On behalf of the **Fleet and Family Support Center (FFSC)** team, I extend our warmest welcome to you and your family as you begin this exciting new chapter of your Navy journey.

Relocating to an overseas installation can bring a mix of emotions—excitement, curiosity, and yes, sometimes a little stress. That's where we come in. At FFSC Atsugi, our mission is to support **your mission**—by providing the tools, resources, and community connections to help you and your family thrive, from your arrival day to your final out-processing.

Our programs are designed to support every aspect of your well-being:

- **Relocation Assistance** to ease your transition to life in Japan
- **Newcomer Orientation (Area Orientation Brief & Intercultural Relations)** for cultural insight and base readiness
- **Deployment Support** for Sailors and families navigating operational cycles
- **Personal Financial Counseling, Career Development, and Family Life Education**
- **Crisis Response, Clinical Counseling, and Victim Advocacy Services**
- **Exceptional Family Member Program (EFMP)** support and advocacy

We also encourage you to take advantage of our **Loan Locker** program, workshops, information sessions, and monthly outreach events to get plugged into the Atsugi community. Whether you're newly enlisted, a seasoned Sailor, a spouse, or a DoW civilian, **you are not alone here**—you have a team ready to support you every step of the way.

If you have questions, concerns, or just need someone to talk to during your transition, don't hesitate to reach out. We are located in **Building 949 (HQ)**, and our doors are always open.



Once again, welcome to NAF Atsugi. We are honored to serve you and your family. We look forward to meeting you soon—and to helping you feel at home in Japan.

Warm regards,

Rodrick D. William, LPC
Director, Fleet and Family Support Center
Naval Air Facility Atsugi, Japan
DSN: 264-3372 | CIV: 0467-63-3372

About Naval Air Facility (NAF) Atsugi

NAF Atsugi at a Glance

Your Duty Station at the Heart of Japan

Category	Detail
Established	1950
Population	~10,000
Closest Airport	Narita Int’l Airport Haneda Airport
Distance to Tokyo	~45 km (~28 miles)
Primary Mission	Support Carrier Air Wing FIVE (CVW-5)
Languages	English (base) Japanese (local)
Local Weather	Humid summers, mild winters, seasonal rain
Nearby Bases	Yokosuka (Navy), Zama (Army), Yokota (Air Force)



Nestled in the vibrant Kanagawa Prefecture, Naval Air Facility Atsugi is the premier U.S. Navy air installation in mainland Japan. Located approximately 45 kilometers from central Tokyo and 20 kilometers from Yokohama bay area,

NAF Atsugi blends strategic importance with an enriching overseas living experience.

Mission & Operational Role

NAF Atsugi's core mission is to support forward-deployed carrier air wing operations, maintaining naval air readiness across the Indo-Pacific region. As the home of Carrier Air Wing FIVE (CVW-5), Atsugi is central to the U.S. Navy's ability to project power, support allies, and respond to regional contingencies at a moment’s notice. Major Tenant Commands:

- CVW-5 (Carrier Air Wing FIVE)
- HSM-77 (Helicopter Maritime Strike Squadron 77)
- VQ-1 Detachment (Fleet Air Reconnaissance Squadron)
- Various logistical and support detachments

A Community with Heart

Despite being a bustling air operations hub, Atsugi maintains a tight-knit, family-friendly atmosphere. On-base services make settling in simple—from comprehensive Fleet and Family Support Center programs to MWR events, childcare, education, and spouse employment services.

Host Nation Relations

NAF Atsugi enjoys a strong partnership with the Japanese community. This collaborative relationship is built on mutual respect, cultural exchange, and environmental stewardship.



Local residents are often welcomed on base for special events, while Americans are encouraged to explore the beautiful countryside, cuisine, and culture surrounding the base in cities like Yamato, Ayase, Kamakura, and Hakone.

Strategic Location

Located in the Western Pacific Theater, Atsugi provides rapid access to:

- U.S. Seventh Fleet operations
- Combined training with Japan Maritime Self-Defense Force (JMSDF)
- Humanitarian and disaster relief missions
- Key Indo-Pacific air corridors

This makes Atsugi not just a duty station—but a vital strategic node in maintaining peace and stability in the region.

Nearby Adventures

From natural wonders to world-famous culture and cuisine, your weekends can be filled with:

- Hiking Mount Fuji or visiting Lake Ashi in Hakone
- Exploring temples and shrines in Kamakura
- Joining local festivals or cherry blossom viewings (hanami)
- Experiencing the shopping and nightlife of Shibuya or Shinjuku



Local adventures within 1-2 hours: Mt. Fuji, historic Kamakura, Tokyo, Enoshima, and more

RELOCATING TO JAPAN

Welcome to Your Next Adventure – Let's Make It Smooth!

Travel Preparation Checklist:

- | | |
|---|--|
| ☐ Orders with
Dependent Entry
Approval | ☐ Military/Civilian
I.D. Cards |
| ☐ Passports | ☐ Snacks (if
allowed) |

TRAVELING WITH PETS?

If traveling with pets, it is recommended you start the process at least **6 months** in advance to ensure proper import procedures are followed. Please visit this website:

https://www.maff.go.jp/aqs/english/animal/im_index.html

If you're bringing pets, consider booking the **Patriot Express Flight** because it is more affordable and Pet-friendly travel support than commercial airlines

ARRIVAL & TRANSPORTATION TO NAF ATSUGI – scan the QR code for details!

From Narita/Haneda Airport:

- **Shuttle reservations must be made in person**
Air Ops Terminal – **Bldg. 206**
DSN: 315-264-3118 | Intl: 011-81-467-63-3118



From Yokota Air Force Base (via AMC):

- Make reservations through NAF Atsugi
Transportation*
DSN: 315-264-3563 | Intl: 011-81-467-63-3563

Bring:

- ☐ Copy of PCS Orders
- ☐ Flight Itinerary
- ☐ Completed Vehicle Equipment Request Form

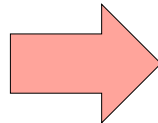
**Sponsor or Command Rep must travel with the driver to meet inbound personnel.*

Commercial Transportation from the Airport

If you choose to use commercial transportation from **Narita Airport**, here's what you need to know:

Bus Tickets:

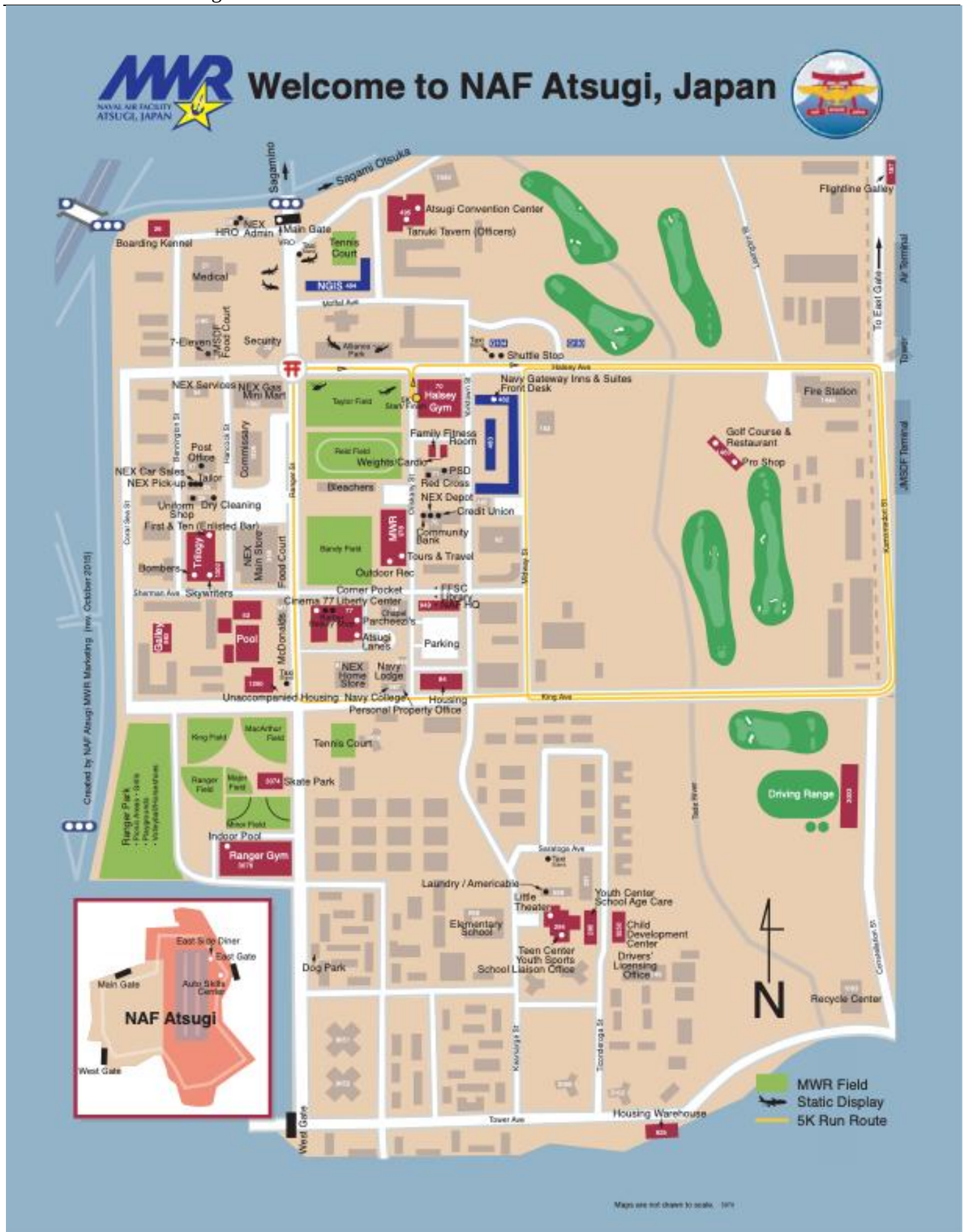
- Visit the **commercial bus ticket booth** inside **Terminal 1**, near **Bus Stop #8**.
- Average cost to **Yokohama Station**:
¥3,600
- **Note:** Pets are **not allowed** on public transportation in Japan.



Continuing to NAF Atsugi:

- From **Yokohama Station**, take a train to **Sagamino Station**.
- NAF Atsugi is located about **1 mile** from Sagamino Station.
- **Taxis** are readily available outside the station for the short ride to base.

Questions? Need Support? Ask your Sponsor or contact FFSC: DSN: 264-3372 | Commercial: 0467-63-3372





Fleet and Family Support Center (FFSC)

Your First Stop for Personal and Family Readiness

Location: Building 949

DSN: 264-3372 | **CIV:** 0467-63-3372

Hours:

Monday 0730-1630

Tuesday 0730-1630

Wednesday 0730-1630

Thursday 0730-1430

Friday 0730-1630

Email: M-AT-NAFA-FFSC-DutyOffice@us.navy.mil

Who We Are

The **Fleet and Family Support Center (FFSC)** at Naval Air Facility Atsugi is your go-to resource for support, guidance, and community connection during your time in Japan. Whether you're brand new to overseas life or returning for another tour, our trained professionals are here to help you thrive.

Visit the QR code to view our monthly class calendar and for a list of classes, workshops and trainings provided by FFSC, Atsugi. For information about a specific class, the monthly schedule, or to register, please call us.



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

- Confirm seat reservation for Area Orientation Brief / Intercultural Relations (AOB/ICR)
- Check in with your administrative department
- Complete your Noncombatant Evacuation Operations (NEO) packet
- Register for Housing
- Visit Personal Property Office
- Visit Tricare Benefits Coordinator



Sign up for AOB using
the QR Code!



Programs We Offer:

- Relocation Support
- Employment Assistance
- Counseling Services
- Financial Education
- Family Advocacy Program
- Life Skills & Resilience
- Exceptional Family Member Program (EFMP)
- Information & Referral

Stop by FFSC early in your tour!

You'll find support, answers, and a team that's ready to help you succeed while living and serving overseas.
Your mission is important. Let us help support it.



Navy Gateway Inns & Suites (NGIS)

Location: Bldg 482, 483, 484
DSN: 264-3696 | **CIV:** 0467-63-3696
Toll Free: 1-877-NAVY-BED

Website: <https://ngis.dodlodging.net/property/Atsugi-NAF->
E-mail: NGISAtsugiGuestServices@NEXWEB.ORG
Fax: 0467-63-3890



Welcome to the Navy Gateway Inns & Suites (NGIS) at NAF Atsugi, Japan. NGIS Atsugi is one of the finest lodging establishments in the Navy. We operate for the sole purpose of providing the best lodging accommodations we can to support the combat readiness of Aviation and Tenant Commands stationed at NAF Atsugi.

Provide logistic support, coordination and services to units assigned to the Western Pacific, and provide for the quality of life for all personnel while enhancing community relationships through respect, fellowship and charitable events throughout the local communities. **Call us** for reservations, or make them online at our website!

Check In/Out Times:

Standard Times: Check-in time is 16:00. Check-out time is 11:00

Early/Late Arrivals: Please contact front desk.

Room Amenities and Services

- Business Center
- Flat screen HDTV
- In room Safe
- Irons and Ironing Boards
- Laundry Facilities

Military Working Dog, Service Animal, and Personal Pet Policy

MILITARY WORKING DOGS

Military working dogs and Police K9 animals are permitted in NHG Hotels at any time and are not required to pay a cleaning fee, provide documentation or immunization records.

PERSONAL PETS

All guests with a personal pet(s) will be charged the appropriate pet fee. Pet agreement and immunization records are required at check-in. Pets are defined as dogs and cats. Rooms will be served in a first come, first serve basis.

SERVICE ANIMALS

Service animals are not pets. A place of public accommodation is not allowed to ask for documentation or proof that the animal has been certified, trained, or licensed as a service animal.

A guest with a service animal may be asked two questions:

1. Is the animal required because of a disability?
2. What work or task has the animal been trained to perform for you?

EMOTIONAL SUPPORT, COMFORT, THERAPY ANIMALS

Emotional support animals, comfort animals, and therapy animals are not service animals under Title II and Title III of the ADA. A note from a physician does not turn an animal into a Service Animal. Therefore, the pet fee, pet agreement and immunization records are required at check-in.



Housing and Lodging

Location: Building 84

DSN: 264-3795 | **CIV:** 0467-63-3795

Hours:

Monday 0800-1200; 1300-1600

Tuesday 0800-1200; 1300-1600

Wednesday 0800-1200; 1300-1500

Thursday 0800-1200; 1300-1600

Friday 0800-1200; 1300-1600

Mailing Address:

Atsugi Housing Service Center (AHSC)

PSC 477 Box 33 FPO AP 96306 0033

E-mail: Atsugi_Housing@us.navy.mil

Website: <https://ffr.cnmc.navy.mil/Navy-Housing/Housing-By-Region/Japan/NAF-Atsugi/>

Housing Services

Military Member Eligibility:

NAF Atsugi stationed personnel with accompanying bona fide family members who have received dependency status and/or dependent entry approval, and will reside with the sponsor for nine consecutive months or more each year. The following are the documents required for you to apply for Military Family Housing (MFH).

1. Housing application DD Form 1746
2. PCS Orders
3. Dependent Entry Approval or Command Sponsorship Approval
4. Detaching Information Report (L20/L01 Activity Loss, from last Permanent Duty Station (PDS))
5. Page 2 (Record of Emergency Data (RED))
6. Marriage Certificate (married after arrival member)
7. Pregnancy Certificate (single pregnant member)
8. Valid Power of Attorney (POA) for your spouse or representative if sponsor is absent.

Note: When you apply for MFH, other supporting documents maybe required on a case-by-case basis

Civilian Member Eligibility:

Civilians assigned to NAF Atsugi who have transportation agreement, drawing Living Quarters Allowance (LQA), and are accompanied with Command Sponsored bona fide family members who will reside with the sponsor for nine consecutive months or more each year are eligible to make application for MFH. Application does not guarantee assignment. The following are the documents required for you to apply for MFH.

1. Housing Application DD Form 1746
2. DoW Travel Orders
3. Transportation Agreement DD Form 1617
4. Letter of Employment
5. Dependent Entry Approval or Command Sponsorship Approval if applicable
6. Valid POA for your spouse or representative if sponsor is absent

Note 1: When you apply for MFH, other supporting documents maybe required on a case-by-case basis

Note 2: Civilian employees normally will be expected to rely on surrounding civilian communities for housing support whether stationed in the Contiguous United States (CONUS), Hawaii, U.S. territories and possessions, or foreign areas. Where the Housing Authority (HA) determines appropriate and adequate community services and support facilities do not exist, are substandard, or cannot be enjoyed without restriction, housing will be allocated to provide reasonable and equitable treatment to both eligible military personnel and eligible U.S. citizen civilian employees. Where applicable, Fair Market Rental rates will be established in accordance with local instruction. Local HA will establish policy for collection of rental payment.

Check-In Procedure

- **In-person reporting:** You will be placed on the waiting list **after** reporting to your command.
- **Required:** Service member, spouse, or authorized representative (with POA) must bring required documents to the housing office.
- The **housing counselor** will handle reviews, offers, and assignments.

Deployed Members

- Applications may be submitted via letter, fax, email, or by a designated POA holder.
- Indicate that the unit is deployed.
- You must report to AHSC within **30 days of return from deployment**.

Advance Application

You may submit your application and required documents in advance. However, **your name will not be added to the waiting list** until:

- You have **physically arrived** at NAF Atsugi,
- **Reported to your new command**, and
- **Completed the housing application process** with a counselor.
- Website: [Navy Housing HEAT Tool](#)

Bedroom Entitlement

Bedroom entitlement is based on **pay grade and family composition**:

- Example: Member + spouse + 2 children = 3-bedroom unit
- **O6 and above:** Minimum 4-bedroom
- **O4–O5, W2–W5, LDOs, E7–E9, and officers with 9+ years enlisted:** Minimum 3-bedroom regardless of family size

Control Date & Waiting List Placement

Military Members

- Control date = Detachment date from last duty station
- Apply within **30 days of reporting** to new command
- **Older control date = higher priority** on waiting list
- Late applications result in a **walk-in control date** and **no funded local move**

Civilian Employees

- Control date = Effective date on SF-50
- Same 30-day application requirement
- Failure to meet deadline results in **no funded local move**

House Offer & Assignment

- Placement is based on **pay grade** and **bedroom eligibility**
- No preferences (location, style, pet-friendly) are considered for the **first offer**
- You may:
 - **Accept** the first offer
 - **Refuse** and wait for a second offer based on your preference
 - Refusing the second offer moves you to **bottom of list**
 - Control date resets to reapplication date

Important!

Refusing the first offer:

- Ends Temporary Lodging Allowance (TLA) 30 days after refusal or earliest move-in date
- May result in **out-of-pocket lodging expenses**
- Requires **self-funded HHG move** back to base housing

Pets

- Contact housing **before arrival** if bringing pets, especially dogs
- **On-base pet-friendly housing is limited**
- Max 2 registered pets (cats/dogs) allowed
- Pets must be registered at Camp Zama Vet Facility

Resources:

- [Pet Import Memo \(USARJ\)](#)
- [Japanese Quarantine Info](#)

Family Arrival Delay

- Family must arrive within **30 days** of move-in
- **BAH, LQA, OHA, and TLA** will be terminated on move-in date

Temporary Lodging Allowance (TLA)

- Begins when member reports and applies for housing
- Max duration: **60 days**
- **TLA stops** 30 days after declining first offer
- TLA is **reimbursed every 10 days**
- Must show **sincere effort** to obtain off-base housing

Household Goods (HHG)

NAVSUP FLC Atsugi Personal Property

Location: Building 987

DSN: 264-3131/4403 | **CIV:** 0467-63-3131/4403

Email: NAVSUP_FLCY_Atsugi_HHG@us.navy.mil



AtsugiPPO.com

- Full HHG weight allowance is authorized to Atsugi
- **Not recommended** to bring large, bulky furniture due to small Japanese homes. Utilize Non Temp storage option while booking PCS move.
- No commercial on-base storage space available. Out in town self-storage is expensive & hard to arrange.

Government Furniture & Appliances

All Members with Dependents

Appliances provided for full tour duration:

- Refrigerator
- Electric Range
- Dishwasher
- Washer & Dryer

Report issues to:

- Local: 0467-63-3887
- DSN: 315-264-3887

Temporary Furniture

- Available if HHG is in transit
- Borrow up to 90 days
- Delivery & pickup provided

Guest Policy

- **Visits >72 hours** must be pre-approved in writing
- **Max guest stay:** 60 days per year (non-sponsored visitors)
- Additional guest pass restrictions apply to sponsors receiving housing allowances



Child and Youth Programs

Child and Youth Programs

Program	Age Group	DSN	Hours
CDC	6 weeks – Kindergarten	264-3524 / 3588	Mon-Fri: 06:00-18:00
Youth Center	1 st – 5 th grade	264-3878	No School days: 6:00 a.m. – 6:00 p.m. Mon-Fri: 6:00 a.m. – 8:15 a.m. Mon, Wed-Fri: 2:30 p.m. – 6:00 p.m. Tue: 1:30 p.m. – 6:00 p.m.
Teen Center	6th – 12th grade	264-6381	No School days: 13:00 – 19:00 Mon, Wed-Fri: 15:30 – 19:00 Tue: 14:30 – 19:00
Youth Sports and Fitness	5 – 18 years	264-3826	Mon-Fri: 09:00-18:00

While family members attend the AOB/ICR Training, we ask that personnel with children make arrangements for childcare. Childcare reservations should be made prior to attending AOB/ICR. Contact the Child Development Center (CDC) at 315-264-3524 for registration.

Child Care (CDC/SAC) Form Downloads

[CYP Parent Handbook.pdf](#)
[CYP Registration Form Sep18.pdf](#)
[Permission Statements Form Sep18.pdf](#)
[Health Information Form Sep18.pdf](#)
[MFLC Parent Authorization Form.pdf](#)

Did You Know?

NAF Atsugi MWR **covers childcare costs** while you attend:

- Area Orientation Brief (AOB)
- Driver's License Class
- Inter-Cultural Relations Class

Complete and email to NAFAMWRCDC@us.navy.mil
 CDC Orientation is regularly held every Friday@10am (Call CDC 264-3524)
 Must be attended by one parent prior to AOB

Child Development Center (CDC)

Children must:

- Be current on required immunizations.
- Have a completed registration packet and proof of **Total Family Income (TFI)**.
- Be registered on militarychildcare.com.
- Complete a **CDC orientation before the start date**.
- **Infants & Toddlers (6 wks – 35 mos):** Bring diapers, wipes, and two changes of clothes. Call us about food prep rules.
- DoDEA Universal Pre-K and Kindergarten have options for before/after school care with the CDC
- **5-Year-Olds Enrolled in DoDEA School:** Must use the **Youth Center** for before/after school care, not the CDC.

Cost for the CDC

- **No annual registration fee**
- Payment due **on the 1st and 15th of each month**
- **TFI is verified** using:
 - Sponsor's most recent **LES** (includes base pay, BAS, BAH—even if living off base)
 - Spouse's most recent pay stub

Program	Monthly Cost (Based on TFI)
Full-Day Care (6 wks–Pre-K)	\$252 – \$798
Before/After School Care	\$170 – \$542
Hourly Care	\$8.00 per hour (flat rate)

Discount: 20% off for a second child enrolled.

Youth & Teen Programs**Youth Center (SAC) (ages 5–12)**

Activities include arts and crafts, outdoor play, field trips, homework help, and enrichment programs.

	Monthly Fee (Based on TFI)
Before School	\$60-\$192
After School	\$110-\$350

Teen Center (ages 11-17)

Free of charge, includes snacks and activities like: Field trips, games, basketball, dance, and more.

Youth Sports and Fitness Programs

Offers seasonal sports leagues, Start Smart Program – a skill-building clinic for sports, and fitness activities that promote healthy lifestyles, teamwork, and physical development for children and teens ages 5-18 years old.

Sports offered:

- Basketball
- Baseball/softball
- Soccer
- Volleyball
- Flag football

Summer & Winter:

- Dodgeball
- Futsal
- Sports camps

School Information

Required Documents for Enrollment

Please have the following items ready to ensure a smooth registration process:

- Previous school records (report cards, transcripts, academic records)
- Transcribed shot/immunization/vaccination health record
- Copy of Sponsor's PCS orders
- Copy of Dependent Entry Approval letter
- Copy of student's passport or birth certificate
- Local phone number, mailing address, and email address
- Local emergency contact information
- U.S. emergency contact information



Age Requirements for DoDEA School Enrollment

To enroll in a DoDEA school, your child must meet the following age requirements **by September 1**:

- **4 years old** – Pre-Kindergarten or Sure Start
- **5 years old** – Kindergarten
- **6 years old** – First Grade



Shirley Lanham Elementary School (Grades K–5)

Located on NAF Atsugi, this school serves all K–5 students living in on-base and off-base housing.

- Email: Pac_LanhamES_Registrar@dodea.edu
- Phone (Japan): 0467-63-3664
- Phone (U.S.): 011-81-467-63-3664
- Website: <https://www.dodea.edu/lanhames/index.cfm>

Zama American Middle/High School (Grades 6–12)

Located on Camp Zama Army Base, Zama Middle High School (ZMHS) serves students from Camp Zama, NAF Atsugi and Sagamihara U.S. Army Depot and Housing areas

- Email: Mayumi.Ando@dodea.edu
- Phone (Japan): 046-407-3181
- Phone (U.S.): 011-81-46-407-3181
- Website: <https://www.dodea.edu/zamaamericanmhs/index.cfm>

Transportation

Location: Building 90

DSN: 264-3563 | **CIV:** 0467-63-3563

Hours:

Monday-Friday 07:45-11:30; 12:30-16:00

Closed weekends/holidays

Transitioning to life in Japan comes with unique transportation considerations. NAF Atsugi offers multiple options to help service members and their families get settled quickly and safely.

On-Base Transportation

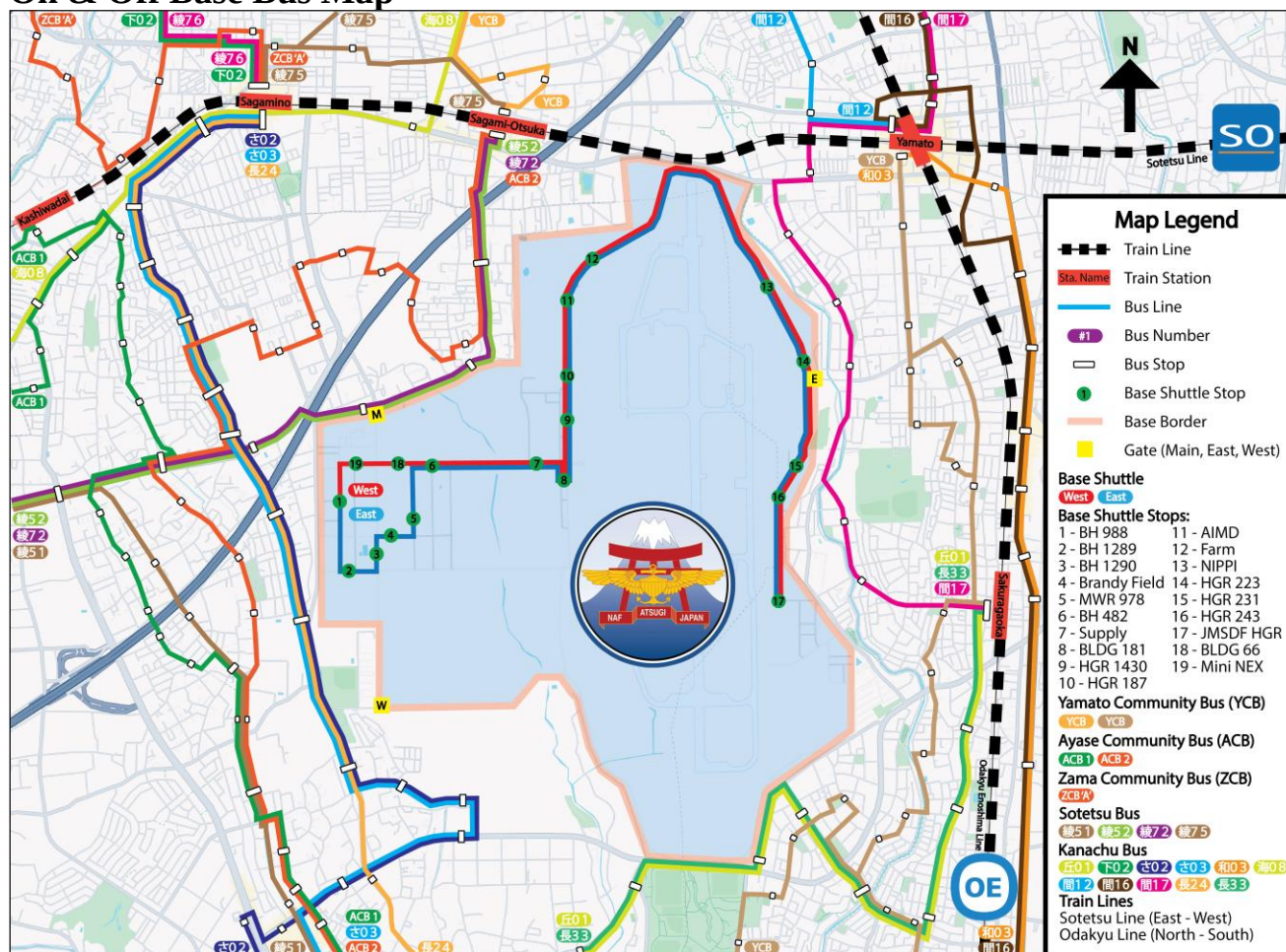
While on base, many facilities are within walking distance. Additionally, there is a base shuttle. The base bus runs **Monday-Friday**, except holidays.

Base Bus Schedules

The base bus schedule is adjusted based on the needs of the community. There are two base bus schedules: one for when Carrier Air Wing Five (CVW-5) is onboard and another for when CVW-5 is out. See the next page for schedules.

If you are unsure which schedule is currently in effect, please contact the Transportation Office for clarification.

On & Off Base Bus Map



SCHEDULE A

[illegible]

SCHEDULE B

[illegible]

Vehicle Registration

Vehicle Registration Office

Location: Building 20

DSN: 264-3805 | **CIV:** 0467-63-3805

Hours: Monday – Friday: 0800-1600
Closed Weekends & Holidays

Driver's Licensing Office

Location: Building 146

DSN: 264-3794 | **CIV:** 0467-63-3794

Hours: Monday-Friday: 0800-1530
Closed Weekends & Holidays

Driving in Japan

Driving Requirements:

To operate a motor vehicle in Japan under SOFA (Status of Forces Agreement), you must:

1. Attend a **Driver's Safety Briefing** (provided during AOB)
2. Obtain a **SOFA License** upon successful completion of the written driving exam and AOB/ICR.
3. Carry both your SOFA license and your stateside driver's license (or international driver's permit).

Important Notes:

- **Driving is on the left-hand side** of the road.
- Japanese road signs can differ; study the road signs and local laws carefully.
- Children under age 6 must be in approved car seats.
- Avoid using cell phones while driving—hands-free devices are a must.

Vehicle Registration Process

If you plan to purchase a vehicle, the **Vehicle Registration Office** at NAF Atsugi will assist you in completing the following steps:

1. **Obtain Japanese Compulsory Insurance (JCI):**
Required for all vehicles in Japan.
 2. **Liability Insurance:**
Your insurance must cover Japanese requirements.
 3. **Road Tax and Weight Tax:**
Must be paid annually. Fees vary based on vehicle size and type.
 4. **Base Registration:**
You must register your vehicle with the **Pass & ID Office** and receive a **base decal**.
 5. **Vehicle Safety Inspection:**
Required every 2 years. Older vehicles may require more frequent inspections and maintenance to stay compliant.
 6. **Title Transfer:**
If buying a used vehicle locally, ensure the transfer is handled correctly with all associated paperwork.
-

Important Restrictions & Reminders

- **Parking Requirements:** You must have a designated parking space (off-base) before registering a vehicle.
 - **Motorcycles:** Require additional licensing, safety training, and gear inspections.
-

Bicycles and Public Transit

- Bicycles are a popular option for local commuting. They must be registered at the VRO. Helmets are mandatory on base, and bicycle insurance is highly encouraged.
 - Train and bus systems near Atsugi (Sagamino and Sagami-Otsuka stations) are safe, reliable, and punctual.
 - **IC cards (PASMO/SUICA)** make it easy to ride trains and buses without paper tickets.
-

Liberty Policy in Japan

The link below will take you to the U.S. Forces Japan liberty policy information. There click on the tab for Liberty Order Memo for exact details. <http://www.usfj.mil/Liberty-Order/>

Alcohol Laws in Japan

While you are here in Japan, you are an ambassador for the United States as well as a representative of the U.S. Navy. The legal age for consuming alcohol in Japan is 20 years old. If you have a **BAC of 0.03** or higher and operate a motor vehicle you are considered to be driving under the influence.

Driving Under the Influence (DUI)

If a driver is pulled over by the Japanese Police while operating a motor vehicle and signs of intoxication are observed or an odor of an alcoholic beverage is emitting from the driver that individual and **all other occupants** can be charged with an alcohol-related offenses under Japanese law. No matter the outcome of a DUI, the penalty is always heavy. Japanese authorities can detain offenders for days, months or even years depending on the violation. Time in captivity does not include military pay.

If you are unsure about the registration or licensing process, the FFSC and the Security Office are here to help. Attend the **Area Orientation Brief** for up-to-date details on local regulations and safe travel practices.



Medical and Dental Services

At **Naval Air Facility Atsugi**, you and your family have access to quality healthcare through the **Branch Health Clinic (BHC) Atsugi**, an extension of **U.S. Naval Hospital Yokosuka**. Your health and well-being are a top priority throughout your tour in Japan.

Branch Health Clinic

Location: Building 21

DSN: 264-4714 | **CIV:** 0467-63-4714

Hours: Monday – Friday: 0800-1600

Closed Weekends & Holidays

Branch Health Clinic (Dental)

Location: Building 21

DSN: 264-3612/3340 | **CIV:** 0467-63-3612/3340

Hours: Monday-Friday: 0800-1530

Closed Weekends & Holidays

Services Offered:

- **Primary Care** (Adult and Pediatric)
- **Immunizations**
- **Laboratory and Radiology Services**
- **Pharmacy**
- **Behavioral Health Services**
- **Limited Specialty Referrals**

Medical Enrollment & Pre-Arrival Steps

Before or upon arrival:

1. **Enroll in TRICARE Prime Overseas**
2. **Update DEERS** to reflect your Japan address.
3. Attend the **Area Orientation Brief (AOB)** and **Intercultural Relations (ICR)**
4. Visit the **TRICARE Office** (located in BHC Atsugi) for in-person support.

☐ **Emergency care is NOT available at BHC Atsugi.** For medical emergencies, dial **911** (on base) or go to the nearest off-base Japanese hospital.

Dental Services

Dental care is available for **active duty service members only** through the dental clinic co-located with the medical clinic.

Services Include:

- Routine exams and cleanings
- Dental Readiness Exams
- Emergency dental care
- Preventive and restorative care

Note for dependents: Family members must seek dental care through **TRICARE Dental Program (TDP)** and use approved **off-base dental providers**. A list of English-speaking dental clinics is available through the **FFSC** and **TRICARE Overseas**.

MyCare Overseas App

The **MyCare Overseas App** is your **mobile healthcare companion** under the **TRICARE Overseas Program**.

Features:

- View and manage TRICARE-authorized medical appointments
- Track referrals and authorizations
- Submit and monitor claims
- Access 24/7 health support (including Nurse Advice Line)
- Locate local providers in Japan
- Chat securely with support agents

Download it from:

- **Apple App Store**
- **Google Play Store**

To get started:

1. Create a secure login at www.tricare-overseas.com
2. Link your MyCare Overseas account using your TRICARE Overseas Region (Pacific)
3. Use your DoW Benefits Number (DBN) and sponsor's SSN to validate

☐ **Tip:** Be sure to set your location to **Japan (Pacific Region)** for the most accurate results and provider listings.

Off-Base Emergency Care

In a life-threatening emergency **off base**, dial **119** (ambulance/fire), and **110** (police). The operator may not speak English, so please say:

“English please.” slowly and clearly

Then notify the **Command Duty Officer** or **Branch Health Clinic** for support and reporting procedures.

Interpreter support is available via:

- **Base Operators**
 - **Command Duty Officers**
 - **Emergency Call Interpreters** (via Japanese EMTs)
-

If you or your family have any questions about health or dental care, don't hesitate to reach out to the **TRICARE representative** at the clinic or visit the **Patient Administration Office**.

We're here to support your health, every step of the way.



MWR (Morale, Welfare & Recreation)

Enhancing Quality of Life — On and Off Base

Location: Building 978

DSN: 264-4714 | **CIV:** 0467-63-4714

Hours: Monday – Friday: 0800-1600
Closed Weekends & Holidays

🌐 www.navywmwratsugi.com

Facebook and Instagram: **@atsugimwr**



The **Morale, Welfare & Recreation (MWR)** program at NAF Atsugi is dedicated to supporting the morale and well-being of Sailors, civilians, and family members by offering a wide range of recreational, social, fitness, and leisure activities. Whether you're looking to stay fit, travel Japan, try new hobbies, or meet new people, MWR has something for you!

Tours & Travel (ITT – Information, Tickets & Travel)

Explore Japan with ease through guided tours and discounted tickets!

- Cultural excursions to Kyoto, Tokyo, Mt. Fuji, Hiroshima
- Local food tours and seasonal festivals
- Ski trips, amusement parks, hot springs

📍 Building 978

☎ DSN: 264-3786/3770

- Camping gear, bikes, paddleboards, fishing gear

📍 Outdoor Gear Issue Center – Building 978

☎ DSN: 264-6205

Outdoor Recreation

Outdoor Rec offers equipment rentals and guided adventures!

Fitness & Sports

Ranger, Halsey Gym

- Free weights and cardio machines
- Group fitness classes: Zumba, Yoga, Spin, HIIT
- Personal training services
- Locker rooms, saunas, showers

☎ DSN: 264-6160

Intramural Sports – Year-round league and pick-up games

- Basketball, Flag Football, Soccer, Softball, Volleyball, and more
- Command Tournaments & Captain's Cup

📍 Building 949

☎ DSN: 264-6160

Entertainment & Leisure

- **Bowling Center** (Building 77)
 - Birthday Parties & Leagues
- **Corner Pocket Lounge**
 - Pool tables, darts
 - Food & beverages available
- **Cinema 77 Movie Theater**
 - First-run and classic films
 - Snack bar available

Liberty Program (for Single Sailors & Geo-Bachelors)

A vibrant and low-cost recreation option specifically for E1–E6 single/unaccompanied Sailors.

- FREE or low-cost off-base trips
- Liberty Center with video games, snacks, movies
- Volunteer and community engagement opportunities
- Weekend excursions and game tournaments

☐ Liberty Center – Building 77

☐ DSN: 264-3780

Galley Locations and Meal hours

	Far East Side Café (Bldg 983)	East Side Diner (Bldg 1514)	Discounted Price (E4 Below)	Standard Price
Breakfast	06:00-08:00		\$3.25*	\$4.40*
Lunch	10:30-12:30	10:30-12:30	\$5.40*	\$7.10*
Dinner	16:00-18:00		\$4.65*	\$6.10*
Brunch**	09:00-12:30		\$5.95*	\$7.90*
Supper**	16:00-18:00		\$7.20*	\$9.60*

*Prices subject to change quarterly

**Weekends, holidays only

View upcoming MWR events and activities: <https://www.navymwratsugi.com/events>
 Subscribe to the e-newsletter: <https://www.navymwratsugi.com/newsletter>

NAF ATSUGI JAPAN Command Religious Program



Mission: “To assist in the free exercise of religion through the care, facilitation, advisement, and provision of ministry to the sailors, families, tenant commands, and contractors assigned or associated with Naval Air Facility, Atsugi, Japan.”

Location: Building 949 1st Deck
DSN: 264-3202 | **CIV:** 0467-63-3202
Duty Phone: 080-5026-6358
m-at-naf-chapel@us.navy.mil
Hours: Monday – Friday: 0800-1600
 Closed Weekends & Holidays



WORSHIP SERVICES

SUNDAY

1000 – Protestant Service
 (Childcare & Children’s
 Chapel Available)



1700 – Roman Catholic Mass



FRIDAY

1200 – Roman Catholic Mass
 (1st Friday each month)

SMALL GROUP MINISTRIES

MONDAY

1900 – Alcoholics Anonymous
 Meeting



WEDNESDAY

1830 – SOAR Grades
 1st – 12th

THURSDAY

1830 – Protestant Women’s
 Group

CREDOWORKSHOPS/TRAINING

- Marriage Enrichment
- Relationship Enhancement
- Personal Growth
- Resiliency
- Suicide Prevention
- Suicide Intervention
- Personality Assessment
- Self-Awareness Assessment



VOLUNTEER OPPORTUNITIES

- Operation Feed the Homeless
- Operation Taste of Home
- Operation Care Package
- Praise & Worship Teams
- Youth & Children’s Programs
- Various Charity Support

Living in Japan

Adapting to Life in the Land of the Rising Sun

Embracing Japanese Culture

Japan is a society grounded in mutual respect, quiet manners, and community awareness.

Key Customs to Respect:

- Bow when greeting
- Remove shoes indoors
- Stay quiet in public transport
- Queue patiently
- Be punctual

Pro Tip: Observing first, acting second, is a great way to navigate unfamiliar settings politely.

Basic Japanese Phrases

English	Japanese	Pronunciation
Hello	こんにちは	Konnichiwa
Thank you	ありがとう	Arigatou
Excuse me / Sorry	すみません	Sumimasen
Yes / No	はい / いいえ	Hai / Iie
I don't understand	わかりません	Wakarimasen
Do you speak English?	英語を話せますか？	Eigo o hanasemasu ka?

Food & Dining

Japan's food culture is vibrant and accessible. Even convenience store food is delicious and fresh.

Try These First:

- Conveyor-belt sushi (回転寿司, *kaiten-zushi*)
- Ramen shops (ラーメン屋)
- Bento lunches
- Family restaurants (e.g., Gusto, Saizeriya)
- Traditional izakaya (pub-style)

❑ **No Tipping Needed:** It's not expected and may confuse staff.

Transportation & Getting Around

- **Train Passes:** Get an IC card (Suica/PASMO) for tap-and-go use on all local trains, buses, and even vending machines.
- **Driving:** USFJ license required. Roads are well maintained and signage is often bilingual.
- **Apps to Download:**
 - **NAVITIME Japan Travel** or **Google Maps** (for rail schedules)
 - **Google Translate**
 - **LINE** (popular Japanese messaging app)

Off-Base Living Tips

Trash Sorting Essentials:

- Burnables (combustibles)
- Non-burnables (glass, metal)
- PET Bottles
- Cardboard/paper
- Pick-up days vary by region

Useful Stores:

- **Daiso / Seria** (¥100 shops)
- **Don Quijote** (discount mega store)
- **Aeon Mall** (near Ebina Station)
- **Yaoko** (local grocery chain with fresh items)

Japanese Holidays & Festivals

Month	Holiday/Festival	Notes
Jan	New Year (Shogatsu)	Family gatherings, shrine visits
Mar/Apr	Cherry Blossom Season	Hanami (flower-viewing) parties
May	Golden Week	Multiple national holidays in one week
July–Aug	Natsu Matsuri	Yukata (Summer Kimono), fireworks, parades
Nov	Autumn Leaves	Nature walks, tea festivals

□ Welcome to Your Japan Adventure!

Whether you're exploring temples, soaking in an onsen (hot springs), or enjoying a konbini lunch (convenience store lunch), each experience is part of your unique Atsugi story. Be open, be respectful, and take lots of pictures—you'll cherish this assignment for a lifetime.

Emergency Management Office

Be Informed. Make a Plan. Build a Kit

Location: Building 949

DSN: 264-4184 | **CIV:** 0467-63-4184

Hours: Monday – Friday: 0800-1600

Closed Weekends & Holidays



<https://www.ready.navy.mil/>

<https://cnrj.cnrc.navy.mil/Operations-and-Management/Emergency-Management/>

Living and working in Japan is a once-in-a-lifetime opportunity to explore a rich culture, history, and landscape. However, Japan is also vulnerable to a variety of **natural and man-made hazards**, including:

- Earthquakes
- Volcanic activity
- Typhoons & high winds
- Snow and cold weather
- Terrorism/extremist activities
- Major industrial accidents

Your Responsibility: Be Ready

Emergencies can happen at any time — **preparedness is key**. Each service member and family member is responsible for having the knowledge and supplies to **sustain themselves for at least fourteen days**.

You may be without power, water, or access to base services for an extended period. Emergency Management Plans **assume you can be self-sufficient** with the proper supplies.

What to Include in Your Emergency Kit

Basic Supplies

- Non-perishable food & bottled water (5-day supply)
- Battery-powered or hand-crank radio
- Flashlights and **extra batteries**
- First aid kit with **family prescriptions & medications**
- Cash (yen and U.S. dollars)

Tools & Utilities

- Whistle
- Wrench or pliers (to shut off utilities)
- Multi-tool or basic hand tools

Personal Items

- Blanket or sleeping bag per person
- Extra clothes & sturdy footwear
- Sanitation supplies (toilet paper, wipes, feminine hygiene, trash bags)
- Items for infants, elderly, disabled, and **pets**

Documents

- Important family documents (passports, birth certificates, orders)
- Store in **fireproof container** and **waterproof bag**

Emergency Evacuation

One of your first steps after arrival should be checking in with your **command's Non-combatant Evacuation Operations (NEO) Warden**. They will help you:

- Complete your **EEP package**
- Understand evacuation procedures
- Prepare a **Go-Kit** for each family member

Preparedness Saves Lives.

Make emergency readiness part of your family plan today!

NAF Atsugi Base Numbers

A		
Air Terminal		
Front Desk (0600-2200) -----	264-3118	
Flight Information (24 hrs) -----	264-4254/3801	
AIU Insurance -----	264-6544	
Americable -----	264-2288	
American Red Cross -----	264-6794	
Auto Skills -----	264-3780	
Autoport (NEX) -----	264-6230	
B		
Bank		
Community Bank -----	264-3258/6300/6657	
Navy Federal Credit Union -----	264-6635	
Barber Shop -----	264-6201	
Beauty Shop -----	264-3746	
Bowling Center -----	264-3790	
BEQ -----	264-3698	
BOQ -----	264-3696	
Branch Health Clinic		
Admin -----	264-4714	
Dental		
Appointment -----	264-3612/3340	
After Hours (UCC) -----	264-3311	
Medical		
Acute Care Information (24 hrs) -----	264-3951	
Appointment -----	264-3958	
Immunizations -----	264-4790/3206	
C		
Car Care Center (NEX) -----	264-3726	
Car Rentals (NEX) -----	264-6230/3726	
CB's Self Help -----	264-4003	
CDC -----	264-3524	
Chaplains Office -----	264-3202	
After Hours (Quarterdeck) -----	080-5026-6358	
Cinema 77		
Movie line -----	264-3789	
Office -----	264-4538	
Colleges		
Central Texas College -----	264-3530	
Embry Riddle -----	264-3530	
Navy College -----	264-3280	
University of Maryland -----	264-3785	
Commissary -----	264-3449	
Deli -----	264-3588	
Convention Center (Old O-Club-MWR) ---	264-3620/3621	
Corner Pocket Rec Center (MWR) -----	264-3782	
Craft Center (MWR) -----	264-3728	
D		
Driver's License Office -----	264-3983	
Dry Cleaning/Laundry Service (NEX) -----	264-3733	
F		
Fire Department		
Emergency -----	911	
Prevention Office -----	264-3096	
Fingerprinting		
Ink (CID Atsugi) -----	264-4727	
Digital (Camp Zama HQ) -----	263-5634	
G		
Galley		
Far East Café -----	264-4342	
Eastside Café -----	264-4997	
Golf Course		
Pro Shop -----	264-3709/3779	
Gyms		
Halsey Gym -----	264-3847	
Ranger Gym -----	264-6160/6163	
H		
Home Store (NEX) -----	264-3809/3931	
Host Nation Relations Office (HNRO) -----	264-4454	
Housing Office -----	264-3795	
Self Help -----	264-2593	
Trouble Desk (On Base) -----	115	
Human Resource Office (OCHRO) -----	264-3424/3626	
I		
ID Cards (DEERS/CAC) -----	264-3069	
J		
Judge Advocate (JAG) -----	264-4586	
Japanese Legal Assistance -----	264-4584	
K		
Kennel (Atsugi) -----	264-5366	
Kennel (Zama) -----	263-5915	
L		
Library -----	264-3776	
Legal Office -----	264-3692	
Licensing Office (POV) -----	264-3794	
M		
Mini Mart (NEX) -----	264-3715	
Motorcycle Safety -----	264-3983	
MWR		
Administration -----	264-3781	
Marketing -----	264-3574	
N		
Narita Shuttle -----	264-3440	
Navy Marine Corp Relief Society -----	080-4363-7905	
NCIS -----	264-3223	
Navy Exchange (NEX)		
Administration -----	264-3196/3816	
Main Store -----	264-3750/3719/3721	
NEX Depot -----	264-3931	
NEX Warehouse/Customer Pickup -----	264-3708	
Navy Gateway Inn -----	264-3696	
O		
Outdoor Recreation -----	264-6205	
P		
Public Affairs Office/Skywriter/Photo Lab -	264-4455	
Pass & ID (Security) -----	264-4443	
Personal Property -----	264-4403	
Personalized Services (NEX) -----	264-3735	
Post Office -----	264-3239	
R		
Restaurants		
Food Court (NEX) -----	264-4900	
Delivery -----	264-4040	
Golf Course (MWR) -----	264-3572	
McDonald's -----	264-6799	
Parcheezi's Pizza (MWR) -----	264-6383/6104	
Pizza Hut -----	264-4040	
Tanuki Tavern -----	264-3621	
Trilogy Eatery -----	264-3736	
S		
Safety Office -----	264-3678	
Schools		
Shirley Lanham Elementary School (SLES) -	264-3664	
Zama High School -----	263-4040	
School Liaison Officer -----	264-4732	
School Age Care (MWR) -----	264-3876	
Security Dispatch -----	264-3200/3500	
Self-Help -----	264-2593	
Single Sailor Liberty Center (MWR) -----	264-4750	
S (Cont.)		
Softbank -----	264-5858	

Welcome Aboard Package

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Swimming Pool (MWR) -----
 Indoor ----- 264-6161/6165
 Outdoor ----- 264-3862

T

Tailor Shop (NEX) ----- 264-6222
 Teen Center (MWR) ----- 264-6381
 Telephone Trouble Desk ----- 114/264-3559
 Tour and Travel (MWR) ----- 264-3786/3770
 Transportation ----- 264-3563
 TRICARE ----- 264-4686
 Trilogy (MWR) ----- 264-3736/3738

U

Uniform Shop (NEX) ----- 264-3712
 Unaccompanied Housing ----- 264-3440/3719

V

Vehicle Registration ----- 264-3805
 Vending Machine Trouble ----- 264-6240
 Veterinary (Zama) ----- 263-3875

W

WIC Program ----- 264-4559

Y

Youth Center (MWR) ----- 264-3878
 Youth Sports (MWR) ----- 264-4918
 CYP Registrations ----- 264-3524

Non-NAF Atsugi Requested Numbers

Camp Zama

Operator ----- 263-1110
 Operator from Off Base ----- 0462-51-1520
 Off Base Dialing ----- 046-407-XXXX
 Army Community Service (ACS) ----- 263-4357
 Yokohama North Dock ----- 263-1110

Yokosuka Base

Operator ----- 243-1110
 Operator from Off Base ----- 0468-16-1110
 Off Base Dialing ----- 0468-16-XXXX
 FFSC ----- 243-3372
 Hospital ----- 243-7144/5247

Yokota Air Base

Operator ----- 220-1110
 Off Base ----- 0425-52-2511
 Airman and Family Readiness ----- 225-8725
 Flight Information ----- 225-7111
 Passenger Services ----- 225-5660/5661/5662
 YUJO ----- 225-7713

Camp Fuji

Operator ----- 224-8000
 Off Base Dialing ----- 0550-89-6102
 FFSC ----- 224-8624

Iwakuni Base

Operator ----- 250-1110
 FFSC ----- 253-6161

Sasebo Base

Operator ----- 252-1110
 FFSC ----- 252-3628

JMSDF Atsugi

Operator ----- 264-3564
 Off Base ----- 0467-78-8611
 Fazenda Restaurant ----- 264-4272
 Sukeza Restaurant ----- 264-2966
 Wing (Air Terminal Restaurant) ----- 264-2971
 Seven Eleven ----- 0467-77-8655

New Sanno Hotel

Off Base ----- 03-3440-7871
 Front Desk ----- 229-8111

Concierge ----- 229-7200
Tama Hills ----- 224-3413
U.S. Embassy ----- 224-5000
 Cell ----- 03-3224-5000
 USO Yokosuka ----- 241-3030
Global DSN Operator ----- 312-560-110

NAF Atsugi Command Headquarters

CO/XO Secretary ----- 264-3104
 Command Master Chief ----- 264-3219
 Command Duty Officer ----- 264-3100/3111
 Command Career Counselor ----- 264-4249/4291/4261
 Training Office ----- 264-3266/4269

NAF Atsugi Operator Numbers

NAF Atsugi ----- 0/264-1110
 Off Base ----- 0467-63-1110
 OneNet Help Desk ----- 264-3456
 Public Works Help Desk ----- 115
 TAXI ----- 0467-76-2012

Command Admin Offices

AIMD ----- 264-4208
 Air Ops ----- 264-3806
 Branch Health Clinic ----- 264-4714
 CAG-5/CVW-5 ----- 264-3251
 CFWP/CTF-72 ----- 264-3270
 CNATT ----- 264-3232
 FRCWP ----- 264-3160
 HSC-12 ----- 264-3476
 HSM-51 ----- 264-3973
 HSM-77 ----- 264-4607
 NAFA ----- 264-3105

Quarterdeck/On-Call Duty Offices

AIMD ----- 264-2463
 Air Ops ----- 264-3118
 Branch Health Clinic ----- 264-3311
 CAG-5/CVW-5 (Fwrds to Iwakuni) ----- 264-3251
 CFWP/CTF-72 ----- 264-3170
 CNATT ----- 080-6502-3314
 FRCWP ----- 080-6664-8083
 HSC-12 ----- 264-2988
 HSM-51 ----- 264-3975
 HSM-77 ----- 264-3949
 NAFA ----- 080-9207-7867

Crisis Hotlines

FAP Victim Advocate ----- 080-1453-7142
 SAPR ----- 090-8058-5632
 SARR Victim Advocate ----- 080-8409-8614
 TELL Japan (Suicide Prevention Line) - 030-5774-0992
 Veterans Crisis Line ----- +1-988
 National Suicide Prevention Line --- +1-800-273-8255
 Japanese Fire Department/Ambulance ----- 119
 Japanese Police Department ----- 110

NOTES

To call from an **off-base phone or cell phone to on-base NAF Atsugi dial 0467-63-XXXX** (last 4 digits of the number). To call from the **States to on-base NAF Atsugi dial 011-81-467-63-XXXX** (last 4 digits of the number).

