

AREA CLEARANCE GUIDE

DSN: 315-645-8512

AREACLEARANCEIPACOKINAWA@USMC.MIL

4/13/2021

The normal processing of all Inbound Area Clearance request may take 7-10 business days. That timeframe may also fluctuate due to the receipt/validity/completion of the required supporting documents. To minimize the processing time of your request, please ensure that the below documents are included...

****UPDATE**** As of 20 April 2021, Japan updated the passport requirements; No-Fee passport is required with orders. Here's the link for Japan passport regulations.

<https://www.fcg.pentagon.mil/fcg.cfm>

Unaccompanied Marines: Marines on an unaccompanied tour are not required to obtain an area clearance.

Accompanied Marines: Accompanied Marines are required to obtain an area clearance for their dependents. Required documents are...

- **Basic Orders** (ensure that dependents are listed)
 - **NAVPERS 1300/16** (**Note:** ensure all 4 pages are completed)
 - ~Page 1 is filled out by member
 - ~Page 2 is filled out by member and signed by their interviewer
 - ~Page 3 needs to have the dependent(s) listed and signed by USNH screening POC's ONLY!
 - ~Page 4 is endorsed and signed by both the members' SgtMaj and the CO (Must be an O5 or above. ****If there's an 'Acting CO', please provide the Acting Letter; If member is coming from I&I, we will accept the CO currently in that billet.)**
 - **Adult Dependent Level 1 antiterrorism certificate** <https://jko.jten.mil/courses/at11/launch.html>
- *If #16 on the NAVPERS 1300/16 is marked 'YES', we will need a copy of the foreign passport.**

Accompanied Navy personnel assigned to MCIPAC/III MEF: Navy personnel on an accompanied tour, assigned to USMC units on Okinawa, are required to obtain a dependent entry approval (DEA) for their dependents. Please call, **DSN: 315-634-6324** for assistance. Required documents are as follows:

- **Bupers Orders** (ensure that dependents are listed)
 - **NAVPERS 1300/16** (**Note:** ensure all 4 pages are completed)
 - ~Page 1 is filled out by member
 - ~Page 2 is filled out by member and signed by their interviewer
 - ~Page 3 needs to have the dependent(s) listed and signed by USNH screening POC's ONLY!
 - ~Page 4 is endorsed and signed by the members' CO (Must be an O5 or above. ****If there's an 'Acting CO', please provide the Acting Letter;**
 - **Dependency Application** (NAVPERS 1070/602)
 - **Adult Dependent Level 1 Antiterrorism certificate** <https://jko.jten.mil/courses/at11/launch.html>
- *If #16 on the NAVPERS 1300/16 is marked 'YES', we will need a copy of the foreign passport.**

Please don't hesitate to contact us at DSN: 315-645-8512 or through this email address AREACLEARANCEIPACOKINAWA@USMC.MIL for any questions or concerns.