

UNCLASSIFIED

8 FIGHTER WING SENIOR STAFF DIRECTIVE		
SUBJECT: Kunsan AB Arrival, Departure, Leave Procedures		DATE: 6 July 2021 TIME: 1900L
TITLE: COVID-19 RESPONSE	SSD NO. 21-5 CHANGE 2	TYPED NAME & SIGNATURE John B. Gallemore, Colonel, USAF
DISTRIBUTION		
8 CPTS		X
8 FW WSA		X
8 OG and All Subordinate Units		X
8 MSG and All Subordinate Units		X
8 MXG and All Subordinate Units		X
Tenant Units (AFOSI, ADC, AFN, Red Cross, 411 CSB, 2 CAVN BDE, 35 ADA)		X
INBOUND PERSONNEL		
<ol style="list-style-type: none"> 1. On 7 January 2021, the Republic of Korea began requiring all inbound passengers to supply proof of negative COVID-19 testing within 72-hours of international departure. The negative COVID-19 test must be in English or Hangul and must be a PCR test. 2. All squadrons will ensure international inbound personnel returning from leave or PCSing have been added to the 8 FW COVID-19 SharePoint site tracker NLT 72 hours prior to arrival. Tracker information will include: <ol style="list-style-type: none"> a. Rank, name, DOD ID number, unit affiliation, and location of quarantine. b. Estimated time of arrival to Incheon Airport, including flight number c. For non-Active Duty, please also send social security number and date of birth to the 8 MDG COVID org box (usaf.kunsan.8-mdg.mbx.covid-ops@mail.mil) so that the individual can be registered as a patient and the required labs can be ordered. Please label the subject line, “[insert name] non-AD inbound COVID testing.” 3. All personnel arriving on the Patriot Express will be greeted by an 8 FW representative upon landing at Osan AB. Once personnel have been processed, screened, and completed their initial COVID-19 test, they will be transported by bus to an Osan AB waiting facility. Personnel will then be transported from the holding facility to Kunsan AB. Wait times vary based on arrival times. 4. All personnel arriving via commercial air through Incheon International Airport will proceed to the USFK Joint Personnel Processing Center (JPPC) desk after processing through immigration and customs. JPPC staff will escort DoD-affiliated personnel through the airport and to designated transportation vehicles. Unit/Sponsor pick-up and public transportation are NOT authorized from Incheon International Airport at this time. Personnel will then be transported to Osan AB and placed into a waiting facility until the Kunsan AB shuttle arrives. Once inbound personnel arrive to Kunsan, the 8 FW MDG will obtain an initial COVID-19 test. 5. All inbound personnel assigned to shared bathroom dormitories will initially quarantine in Wolf Pack Lodge. Fully vaccinated members will move to their shared bathroom dormitories after an initial negative COVID-19 test. 6. Units/Sponsors of inbound personnel are responsible for coordinating with Wolf Pack Lodge, the housing office and the PHEWG to ensure quarantine accommodations and logistics are arranged prior to the inbound's arrival. Members must be placed on the housing office waiting list no later than 14 days prior to arrival. 7. Upon arrival to Kunsan AB, members will be transported to their respective quarantine locations. Inbound personnel are not permitted to leave their rooms until notified of release for either outdoor time or Health Monitoring Status by their chain of command. Members can only enter Health Monitoring Status if fully vaccinated, after receiving a negative Day-1 COVID-19 test and after submission of an approved Quarantine Action Plan. 		

OUTBOUND PERSONNEL

1. All outbound personnel will be required to get an antigen or PCR COVID-19 test no earlier than 3 calendar days prior to departure. Active duty members may obtain this test at the 8 MDG and will present documentation of test results to the Wolfpack Wheels driver and may be asked to present at the airport during check-in. Members requesting a test should send an encrypted e-mail to usaf.kunsan.8-mdg.mbx.covid-ops@mail.mil with a copy of orders and travel itinerary and use the subject line "COVID Test for departure on DD MM YY – Print Label."

LEAVE PERSONNEL

1. Departing members must review the 8 FW leave policy as well as read, sign, and upload a copy of the On-Base or Off-Base ROEs into LeaveWeb. Members should ensure coordination with their chain of command.
2. Members returning from leave or TDY outside the ROK will be required to follow all procedures outlined in the inbound section such as adding required information to the COVID-19 SharePoint site tracker NLT 72 hours prior to return.