

DEPARTMENT OF THE NAVY
BUREAU OF NAVAL PERSONNEL
5720 INTEGRITY DRIVE
MILLINGTON TN 38055-0000

IN REPLY REFER TO
BUPERSINST 5450.32A
PERS-03
DEC 12 1999

BUPERS INSTRUCTION 5450.32A

From: Chief of Naval Personnel

Subj: MISSION AND FUNCTIONS OF THE U.S. NAVAL JOINT SERVICES
ACTIVITY, THE NEW SANNO (NAVJNTSERVACT NS), TOKYO, JAPAN

Ref: (a) OPNAVNOTE 5450 Ser 09B22/8U509590 of 19 Oct 98

Encl: (1) Mission and Functions assigned to NAVJNTSERVACT NS

1. Purpose. To modify the reporting chain of command for the NAVJNTSERVACT NS, as approved by reference (a).

2. Cancellation. BUPERSINST 5450.32.

3. Status and Command Relationships. NAVJNTSERVACT NS is a shore activity in an active, fully operating status under a director.

- a. Command: U.S. Naval Joint Services Activity,
The New Sanno

Echelon

- 1 Chief of Naval Operations
- 2 Chief of Naval Personnel
- 3 Commander, Navy Personnel Command
- 4 Director, U.S. Naval Joint Services Activity,
The New Sanno

- b. Area Coordination:

- 1 Commander in Chief, U.S. Pacific Fleet
- 2 Commander, U.S. Forces, Japan
- 3 Commander, U.S. Naval Forces, Japan

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4. Action. The Director, NAVJNTSERVACT NS, will ensure performance of the mission and functions in enclosure (1). NAVJNTSERVACT NS shall send all recommended changes to the Bureau of Naval Personnel (PERS-03).

J. B. HINKLE
Rear Admiral, U.S. Navy
Deputy Chief of Naval Personnel

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SNDL FJA11 (NAVJNTSERVACT NS)

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MISSION AND FUNCTIONS ASSIGNED TO THE
U.S. NAVAL JOINT SERVICES ACTIVITY
THE NEW SANNO, TOKYO, JAPAN

MISSION. Provide morale, welfare, and recreation support to authorized personnel; provide a place for meetings between U.S. military and their counterparts in Japan; provide a place for representation affairs with Japanese counterparts; provide transient billeting; and perform other tasks or functions as may be assigned by higher authority.

FUNCTIONS

1. Operate a hotel in Tokyo, Japan as a required U.S. Forces facility within the terms of reference of the Status of Forces Agreement between the U.S. and Japan.

2. The hotel will be operated as a joint services facility to provide authorized personnel

a. American-style hotel facilities in downtown Tokyo for morale, welfare, and recreation of authorized personnel and their dependents.

b. Facilities for official military conferences and meetings and for meetings and representational activities involving Japanese counterparts.

c. Transient billeting facilities for official travelers.

d. Restaurant, lounge, and banquet services to accommodate the needs of individual hotel guests and for official, semiofficial, and private social functions of authorized patrons.

e. English language direction and assistance for enjoying Tokyo and for making travel arrangements.

f. The highest quality possible for the above services and facilities at prices that are within the budgets of military personnel, recognizing the divergence of taste and interests in a joint service, all ages, all grades environment.

3. Serves as an effective instrument of U.S. foreign policy by initiating and continuing action programs that promote positive relations between the command and foreign nationals, and which assist individual Naval personnel and their families to work effectively, live with dignity and satisfaction, and function as

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representatives of the Navy and of the United States while
overseas.