

NOTIFICATION OF INTENT TO TEACH LANGUAGE IN JAPAN

DATA REQUIRED BY THE PRIVACY ACT OF 1974

AUTHORITY: 10 U.S.C. 974 and 8013; Executive Order 9397; Sections 2-206 and 2-303, DoD 5500.7-R; USFJ Instruction 36-1001; and, USARJ Regulation 600-50.

PRINCIPAL PURPOSE(S): Provide information for Commanders to evaluate proposed off-duty employment, grant approval, and determine impact on duty performance.

ROUTINE USE(S): Records may be disclosed for any of the blanket, routine uses published by the Army.

DISCLOSURE: Disclosure is voluntary. Failure to provide the information could result in disapproval of request for employment.

SECTION I - APPLICATION DATA AND CERTIFICATION *(To be Completed by Applicant)*

1. LAST NAME/FIRST NAME/MIDDLE INITIAL OF APPLICANT		2. RANK/GRADE	3. STATUS <i>(Check One)</i> <input type="checkbox"/> MILITARY MEMBER <input type="checkbox"/> CIVILIAN EMPLOYEE <input type="checkbox"/> FAMILY MEMBER	
4. HOME ADDRESS		5. HOME PHONE #	6. DUTY TITLE (MILITARY)	
7. NAME OF PROSPECTIVE EMPLOYER		8. ADDRESS OF PROSPECTIVE EMPLOYER		
9. PHONE # OF EMPLOYER		10. TITLE OF POSITION		
11. WORK HOURS OF PRIVATE EMPLOYMENT (DAYS PER WEEK/HOURS PER DAY)				
12. DESCRIPTION OF LANGUAGE INSTRUCTION				
13. SPONSOR'S LAST NAME/FIRST NAME/MIDDLE INITIAL		14. SPONSOR'S UNIT/ORGANIZATION		
15. SPONSOR'S RANK/GRADE		16. SPONSOR'S DUTY PHONE #		

NOTIFICATION OF INTENT

The signing of this document constitutes formal notification of intent to teach language in Japan, as listed above.

Expected date to start employment is: _____

Expected end date of employment is: _____

DATE

SIGNATURE OF SPONSOR

DATE

SIGNATURE OF NOTIFIER

ACKNOWLEDGMENT OF RECEIPT OF NOTIFICATION OF INTENT

I, the undersigned, acknowledge receipt of this Notification of Intent to Teach Language in Japan.

DATE

PRINTED NAME

SIGNATURE

SECTION II - NOTIFICATION OF INTENT TO TEACH LANGUAGE IN JAPAN ACTIVITY CONDITIONS

1. The provisions of Articles XIII, XVI, and XIX of the Status of Forces Agreement (SOFA) must be carefully observed, especially with reference to the prompt payment of Japanese taxes on income derived from Japanese sources (see Appendix A, USARJ Regulation 600-50). Additionally, private employment/commercial activities are subject to the laws and regulations administered by the Japanese police, Narcotics Control Office, and customs authorities.
2. The private employment/commercial activity must be conducted strictly in accordance with the spirit of applicable United States and Japanese laws, pertinent service regulations, and local commercial directives. The private employment/commercial activity must not be inimical to the high standards of conduct desired of United States Forces personnel during off-duty hours, and will not injure the dignity and stature of the United States.
3. The permission to be employed in the proposed activity is not a license for employment in the activity, nor is it an official sanction of the activity. No solicitation is permitted on a military installation without the Installation Commander's or designee's approval.
4. The approving authorities for the employment/commercial activities must be promptly notified of any change in the nature or termination of the employment/commercial activity.
5. Any illness, disease, or death caused by engaging in the private employment/commercial activity may result in a determination of having occurred not in the line of duty (applicable to military members and civilian employees).

Questions should be directed to the International Law Office, Office of the Staff Judge Advocate, 10th Regional Support Group, at 644-4782; or, Room 238, Building 218, Torii Station.