



U.S. ARMY OKINAWA

★ TORII STATION ★



LEGAL ASSISTANCE

• 652-4332 / 4742 • BUILDING 218, ROOM 220 •

LEGAL ASSISTANCE FOR CONTRACTORS

Contractors are NORMALLY not entitled to legal assistance at Torii Station.

Paragraph 2-4 of Army Regulation 27-3 lists the categories of “persons eligible to receive legal assistance.” Overseas, this is usually almost everyone with an ID card. One big exception to the ID card “presumption” is “Civilian Contractors.” **Civilian contractors outside the U.S. are only eligible for legal assistance when DOD is contractually obligated to provide legal assistance** (Para 2-4a (10)).

If DOD is contractually obligated to provide legal assistance, legal assistance is limited to ministerial services, powers of attorney, Advance Medical Directives, and help retaining civilian lawyers (Para-4a (10)(c)).

Army Regulation 27-3, Paragraph 2-4a (10)

(10) Civilian contractors accompanying the Armed Forces of the United States outside the United States (and their family members who accompany them), when DOD is contractually obligated to provide this assistance to such personnel as part of their logistical support. The following limitations apply to this provision:

- (a) There is a presumption that contractors are not entitled to legal assistance services under this regulation. The burden of proof is on the contractor to provide evidence that legal assistance services are required by the contract. SJAs should recommend elimination of such contractual obligations when the contract is resolicited.*
- (b) The legal assistance provided must be in accordance with, and not prohibited by, applicable international agreements.*
- (c) Legal assistance is limited to ministerial services (for example, notarial services), legal counseling (to include the review and discussion of legal correspondence and documents), limited legal document preparation (powers of attorney and advance medical directives (AMDs)), and help retaining civilian lawyers (see paras 3-4a, 3-4b, 3-4e, and 3-4j.)*

If you believe you are entitled to legal services, please have your Contracting Officer Representative/Review Officer forward the complete award copy of Standard Form 1449 (Solicitation/Contractor/Order for Commercial Item) directly to the Legal Office for a review and determination of entitlements to legal services at: Torii Legal Assistance Office, Building 218 Room 220, Phone: (315) 652-4332

Where to obtain legal services if NOT contractually obligated to receive services, or scope of services are beyond what can be provided:

Notarial Services: <https://jp.usembassy.gov/services/notarials/>

Attorney Services: <https://japan2.usembassy.gov/e/acs/tacs-lawyers-naha.html>