



UNITED STATES FORCES KOREA INSTRUCTION

FKJ1

USFKI 4513.01

DISTRIBUTION: All

27 July 2026

OPERATIONS AT INCHEON INTERNATIONAL AIRPORT

Reference(s): See Enclosure A.

1. Purpose. This regulation assigns responsibilities, establishes policies, and prescribes procedures for the administration of United States Forces Korea operations at Incheon International Airport (IIA).
2. Superseded/Canceled. This regulation supersedes USFK Regulation 1-43, dated 12 August 2011.
3. Applicability. This regulation applies to Headquarters, United States Forces Korea (USFK) and USFK components. This regulation may also impact organizations outside the operational control of USFK, such as the United Service Organizations (USO), which are collocated with USFK operations at IIA.
4. Records Management. Records created as a result of processes prescribed by this regulation must be identified, maintained and disposed of according to CJCSM 5760.01B. Record management can be found at <<https://armyeitaas.sharepoint-mil.us/sites/USFK-RM>>.
5. Responsibilities.
 - a. Eighth Army
 - (1) Plans and supervises the reception operations for exercise participants arriving in theater through IIA for Combined Forces Command (CFC)/USFK exercises.
 - (2) Has executive agency responsibility for postal operations at the airport (general support) and throughout Korea (direct support), including policy and regulatory oversight at IIA.
 - (3) Has staff and coordination responsibility for all operations at IIA in support of USFK shipment of cargo, to include Federal Express (FEDEX) and Package Delivery/Import in accordance with (IAW) USFKI 4500.09.

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(4) Provides law enforcement coordination as needed IAW USFKI 5510.01.

b. FKPM (Provost Marshal)

(1) Has USFK-level staff and coordination responsibility directly with Korean Customs Service (KCS) for all USFK entry and exit issues or concerns at IIA IAW USFKI 4516.01, USFKI 5210.01 , and the US-ROK Status of Forces Agreement (SOFA).

(2) Is the primary point of contact to determine procurement and payment procedures for IIA access badges.

(3) Is responsible for customs and oversight of immigration operations at all USFK points of entry and exits throughout Korea.

(4) Coordinates requirements for customs inspections with incoming units involved in exercises IAW USFKI 5210.01.

c. FKJ3

(1) Maintains heliport classification for IIA in accordance with AK Reg 95-1, Army in Korea General Aviation Provisions, Flight Procedures and Training Guidance.

(2) Communications requirements need to be planned and identified by the J3 via Line Support Request (LSR) prior to J6 coordinating the fulfillment of this support. A funding source for this support will also have to be identified. Support requests will be IAW Requirement Change Request (RCR)/LSR deadlines, funding, and appropriate regulations.

(3) J34 - Provides personnel security vulnerability assessments to USFK organizations operating at IIA.

d. FKJ4. Provides policy oversight for ground transportation operations to and from IIA in support of USFK.

e. FKJ5. Submits through the American Embassy, Seoul, any Republic of Korea (ROK) contributions that must be incorporated in the Secretary of War's annual "Report on Allied Contributions to the Common Defense."

f. FKJ6

(1) Has responsibility to coordinate communications support with Eighth Army G6/1st Signal Brigade at IIA, i.e., Local Area Network (LAN), phone, etc.

(2) Communications requirements need to be planned and identified by the J3 via LSR prior to J6 coordinating the fulfillment of this support. A funding source for this support will also have to be identified. Support requests will be IAW RCR/LSR

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deadlines, funding, and appropriate regulations.

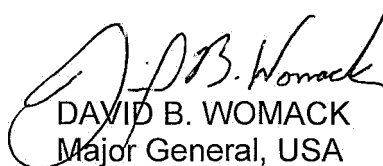
g. FKPR (Protocol Office). Has staff and coordination responsibility for all USFK Distinguished Visitor (DV) operations at IIA and DV protocol specific to IIA, IAW USFK Reg 1-23.

h. FKJA (Office of the Judge Advocate). Provides legal advice regarding foreign and international law, Status of Forces Agreement (SOFA) and other interagency agreements affecting USFK operations at IIA.

i. Installation Command - Pacific. Provide leasing and contracting support to maintain IIA operations for Passenger Terminal Counter Lease Agreement which includes, but is not limited to, Reception Counter, Area for Kiosks, internet circuit, maintenance /utilities, and insurance premiums to support reception operations at IIA.

6. Releasability: Electronic Media Only (EMO)

7. Effective Date. This instruction is effective upon receipt.


DAVID B. WOMACK
Major General, USA
Chief of Staff

Enclosures:

A – References

GL – Glossary

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ENCLOSURE A

REFERENCES

- a. AK Reg 95-1, "Army in Korea General Aviation Provisions, Flight Procedures and Training Guidance"
- b. Status of Forces Agreement (SOFA) between the United States (US) and the Republic of Korea (ROK), Article IX
- c. USFK OPOD 5050-09, "Antiterrorism/Force Protection/Critical Infrastructure Protection"
- d. USFKI 5421.01 Series, "Distinguished Visitors"
- e. USFKI 4500.09 Series, "Korea Traffic Management"
- f. USFK Reg 405-7, "Facilities and Areas (Real Estate) Policies and Procedures in Korea"
- g. USFKI 2300.01 Series, "International Agreements"
- h. USFKI 5210.01 Series, "United States Forces Korea Customs Inspection Program"
- i. USFKI 5525.01 Series, "Criminal Jurisdiction under Article XXII, Status of Forces Agreement"
- j. USFK Reg 190-50, "Law Enforcement Procedures in Korea"
- k. USFKI 2111.01 Series, "Transfers of Duty-Free Items"

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GLOSSARY
ABBREVIATIONS

CFC	Combined Forces Command
DV	Distinguished Visitor
FEDEX	Federal Express
IAW	In Accordance With
IIA	Incheon International Airport
KCS	Korea Customs Service
LAN	Local Area Network
LSR	Line Support Request
RCR	Requirement Change Request
ROK	Republic of Korea
SOFA	Status of Forces Agreement
USFK	United States Forces Korea
USO	United Services Organization

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