DEPARTMENT OF THE ARMY
UNITED STATES ARMY GARRISON BAVARIA
UNIT 28130
APO AE 09114-8130

AMIM-BAG-ZA

MEMORANDUM FOR All USAG Bavaria Key & Essential (K&E) Personnel

SUBJECT: USAG Bavaria Policy Memorandum #36, Designated Position Housing Units and Key & Essential (K&E) Personnel

1. References:

a. Army Regulation 420-1 (Army Facilities Management).

b. AE Sup 1 AR 420-1 (Army Facilities Management).

c. Memorandum, HQ USAREUR, AECG, 20 June 2018, subject: Military Family Housing Assignment Policy for the Army in Europe (AE Cmd Memo 2018-032).

2. This policy designates Key and Essential (K&E) positions and outlines procedures and responsibilities for assignment of Military Family Housing (MFH) for those positions. The intent of this policy is to provide safe, appropriate housing commiserate with our community senior leaders while: Building Command Team presence in those housing areas within proximity to their units; Improving Community "Ownership" and esprit-de-corps; and serving as better stewards of the nation's precious and limited resources.

3. The Enclosure to this Memorandum outlines this process in detail and also identifies Designated Position Housing Units.

4. POC for this policy is the Chief, Housing Division, USAG Bavaria, DSN 526-4300.

Encl

DEREK G. DROUIN
COL, AR
Commanding

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1. In order to meet the intent of this policy letter, wherever possible and other than those few positions with specifically designated quarters, the Garrison will assign Key and Essential (K&E) personnel appropriate quarters close to their units and in the cantonment areas where feasible. For example, 2CR and 18th MP leaders will be assigned Rose Barracks housing, 41st FAB and 173rd units will be assigned to Tower Barracks or Netzaberg Housing. Housing will be assigned based on grade and family size, and most K&E positions will be assigned housing in the K&E inventory/pool (versus designated houses per position). Exceptions will be closely reviewed and adjudicated by the Garrison Commander.

2. K&E military and civilian positions require the incumbent's immediate availability on the installation because of military necessity and/or operational requirements. Designated K&E personnel will not enter a housing arrangement off-post without the Garrison Commander approving an exception to policy (ETP). The following are positions considered K&E:

a. General officer, flag officer, and Senior Executive Service (SES) positions and the positions of the associated Command Sergeants Major.

b. Unit commander positions that are Colonel and Lieutenant Colonel positions and the positions of the associated Command Sergeants Major.

c. Colonel positions that are the Deputy Commander, the Chief of Staff, and G3 positions of one-star commands.

d. Grafenwoehr, Red Cross Station Manager.

e. Hohenfels, Red Cross Station Manager.

f. Vilseck, Red Cross Station Manager.

3. Incumbents of K&E positions will be placed as *priority one* on the appropriate waiting list. Personnel who are priority one on a waiting list are offered housing before personnel in the freeze zone on the waiting list and integrated with other personnel in K&E positions who may be on the same waiting list by grade, date of eligibility and bedroom requirement. They will be housed in the first available government quarters for their grade and bedroom requirement.

4. If residents of designated housing are reassigned to a position not authorized designated housing, they may be relocated at government expense to other housing appropriate for their grade and bedroom requirement. These individuals will be placed at

the top of the waiting list and will be assigned the next available set of quarters that meet their category and bedroom requirement. If the inventory allows, exceptions may be approved by the Garrison Commander to reduce strains on Families and the costs of additional moves.

5. Residents of specifically designated houses (i.e. not those drawing from the available pool) are expected to vacate their assigned housing 15 days prior to relinquishing command. This is necessary to prepare the house for their successor and enable the new commanders to situate their Families prior to assumption of command. Outgoing residents will apply for temporary lodging allowance (TLA) with the finance office. This request shall be submitted in a timely manner to preclude any inconveniences to the family identified to occupy the new quarters or other families requiring lodging due their own PCS move. If the available inventory allows, exceptions may be approved by the Garrison Commander to reduce strains on Families and the costs of additional moves.

6. If the incumbent of a K&E position with designated housing is not eligible for assignment to Family housing, and other adequate unaccompanied personnel housing (UPH) is not available, a request may be submitted through IMCOM-Europe Region requesting to divert the designated housing to UPH.

7. USAG Bavaria Housing Division will project and program housing for incoming K&E positions to ensure they are housed expeditiously.

8. Most K&E positions listed below will draw housing from the available K&E inventory close to their units (i.e. most positions not tied to specific quarters). A few select K&E leaders will be assigned to Designated Position Housing Units listed below (i.e. as available, renovations may necessitate delays/modifications*):

Tower Barracks (TB), Grafenwoehr / Netzaberg	**Designated Position Housing Units**
CDR, 7th Army Training Command	Bldg. 110 "Forsthaus"*
CSM, 7th Army Training Command	Bldg. 119B*
Chief of Staff, 7th Army Training Command	Bldg. 119A*
G-3, 7th Army Training Command	TB / Netz
CDR, USAG Bavaria	Bldg. 231*
CSM, USAG Bavaria	Bldg. 2320 (RB)
CDR, 41st Field Artillery Brigade	TB / Netz
CSM, 41st Field Artillery Brigade	TB / Netz
CDR, 3rd Battalion, 504th Infantry Regiment	TB / Netz
CSM, 3rd Battalion, 504th Infantry Regiment	TB / Netz

Tower Barracks (TB), Grafenwoehr / Netzaberg (Cont.)	Designated Position Housing Units
CDR, 4th Battalion, 319th Field Artillery Regiment	TB / Netz
CSM, 4th Battalion, 319th Field Artillery Regiment	TB / Netz
CDR, 1st Battalion, 6th Field Artillery Battalion	TB / Netz
CSM, 1st Battalion, 6th Field Artillery Battalion	TB / Netz
CDR, 1st Battalion, 77th Field Artillery Battalion	TB / Netz
CSM, 1st Battalion, 77th Field Artillery Battalion	TB / Netz
CDR, 18th Combat Sustainment Support Battalion	TB / Netz
CSM, 18th Combat Sustainment Support Battalion	TB / Netz
CDR, 39th Transportation Battalion	TB / Netz
CSM, 39th Transportation Battalion	TB / Netz
CDR, 589th Support Battalion	TB / Netz
CSM, 589th Support Battalion	TB / Netz
CDR, 15th Engineer Battalion	TB / Netz
CSM, 15th Engineer Battalion	TB / Netz
CDR, 18th Combat Sustainment Support Battalion	TB / Netz
CSM, 18th Combat Sustainment Support Battalion	TB / Netz
Director, DPW	TB / Netz
Grafenwoehr, Red Cross Station Manager	TB / Netz
Director, DES	TB / Netz
Director, JMSC	TB / Netz

Rose Barracks (RB), Vilseck	Designated Position Housing Units
CDR, 2nd Cavalry Regiment (2CR)	Bldg. 1570 "Parker House"
CSM, 2nd Cavalry Regiment (2CR)	RB
CDR, MEDDAC-Bavaria	RB
CSM, MEDDAC-Bavaria	RB
CDR, 18th Military Police Brigade	RB
CSM, 18th Military Police Brigade	RB
CDR, 1st Squadron, 2CR	RB
CSM, 1st Squadron, 2CR	RB
CDR, 2nd Squadron, 2CR	RB
CSM, 2nd Squadron, 2CR	RB
CDR, 3rd Squadron, 2CR	RB
CSM, 3rd Squadron, 2CR	RB
CDR, 4th Squadron, 2CR	RB
CSM, 4th Squadron, 2CR	RB
CDR, 5-2 Field Artillery Squadron, 2CR	RB
CSM, 5-2 Field Artillery Squadron, 2CR	RB
CDR, 6-2 Regimental Engineer Squadron, 2CR (FY26)	RB
CSM, 6-2 Regimental Engineer Squadron, 2CR (FY26)	RB

Rose Barracks (RB), Vilseck	**Designated Position Housing Units**
CDR, 7-2 Reg Support Squadron, 2CR	RB
CSM, 7-2 Reg Support Squadron, 2CR	RB
CDR, 709th Military Police Battalion (18th MP Brigade)	RB
CSM, 709th Military Police Battalion (18th MP Brigade)	RB
CDR, DENTAC-Bavaria	RB
CDR, 2ASOS	RB
CMSgt., 2ASOS (or SMSgt?)	RB

Hohenfels (HOH)	**Designated Position Housing Units**
CDR, Joint Multinational Readiness Center	HOH
CSM, Joint Multinational Readiness Center	HOH
CDR, 1-4 Infantry Regiment	HOH
CSM, 1-4 Infantry Regiment	HOH
Hohenfels, Red Cross Station Manager	HOH

Garmisch	**Designated Position Housing Units**
Director, George C. Marshall Center	Bldg. 835
Chief of Staff, George C. Marshall Center	Bldg. 712