



REPLY TO
ATTENTION OF

DEPARTMENT OF THE ARMY
CONUS REPLACEMENT CENTER
1733 PLEASANTON ROAD, BLDG 1007
FORT BLISS, TEXAS 79916

AFRC-TNC-ACF

01 December 2017

MEMORANDUM FOR RECORD

SUBJECT: CRC Billeting Policy

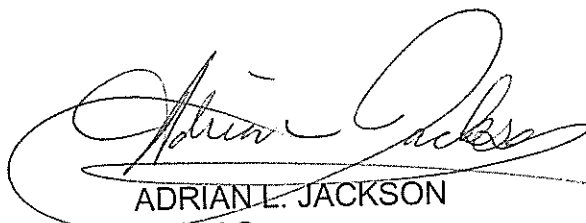
1. **Purpose and Scope.** To ensure safe, secure, and healthy living and working conditions for all personnel processing through or assigned to the CONUS Replacement Center (CRC). This policy applies to buildings 1003, 1004, 1007, 1013, 1014 and their surrounding areas.
2. **Prohibited Items.** The following items are strictly prohibited in government lodging or barracks on Fort Bliss to include, but not limited to:
 - a. Firearms
 - b. Knives (longer than three inches)
 - c. Taser guns
 - d. Mace, pepper spray, or other similar items
 - e. Explosives/ fireworks
 - f. Ammunition
 - g. Any drugs which are illegal under Federal or State law
 - h. Prescription drugs without a valid prescription or contained in an unauthorized container.
 - i. Alcoholic beverages
 - j. Open flames such as candles, incense, or other similar items
 - k. Stand alone heaters, hot plates, coffee pots, and air conditioners
3. **Barracks Conduct.** Due to the high volume of individuals processing thru the CRC on a weekly basis, it is very important that all employees clean up after themselves and comply with the following rules. This applies to all common areas such as the dayroom, laundry, and storage areas, and will be strictly enforced.
 - a. Upon departure, all trash and food/ beverages will be removed and placed in proper receptacles.
 - b. Smoking is authorized in designated outdoor smoking areas only. Smoking is not authorized in any building at any time. This includes the use of tobacco-less vaporizers, and e-cigarettes.

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- b. The CRC will not be responsible for unsecured or lost items.
 - c. All valuables are to be secured in wall lockers supplied in rooms.
 - d. Unauthorized visitors are not allowed at any time in the barracks. Violators will be reported promptly to the Command and/or the proper authorities.
 - e. For everyone's safety and comfort, rooms are segregated by gender. At no time will personnel enter the living quarters occupied by the opposite gender.
 - f. The furniture provided is not to be moved or rearranged in the rooms.
 - g. Quiet hours shall be enforced from 2200 to 0600 daily.
 - h. Always be courteous and considerate of your roommate and other deployers.
 - i. No cleaning of equipment such as TA-50, field gear, boots, and backpacks is allowed in rooms, laundry rooms, or latrines.
4. **Staff Duty/ Charge of Quarters (CQ).** BN Staff Duty is located in building 1007. Alpha Company CQ is located in the basement of 1007, Bravo Company CQ is located in building 1013, and Charlie Company CQ is in 1003. CRC personnel will conduct periodic health/ welfare and safety checks on the barracks. CRC personnel will report any and all violations or unprofessional conduct to the proper authorities.
5. **Violations.** Violators will be subject to adverse action, including, but not limited to referral to Military Police or Federal Law Enforcement, prosecution in Federal Magistrate Court, denial of access privileges to Fort Bliss, removal from the deployment process, and possible dismissal from contract employment. Before allowing any visitor into your quarters, or if you are unsure if your conduct is in violation of this policy, consult with the CQ or Staff Duty. After reporting violations to the Company representative(s), the CRC Commander may decide to remove persons in violation of this policy from the deployment process. The CRC Commander, in conjunction with the Garrison Commander, Fort Bliss, is the final authority regarding actions taken against individuals found to be in violation of this policy.

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6. The point of contact for this memorandum is CRC BN S3 Actual, at (915)568-6296 or usarmy.bliss.5-ar-bde.mbx.crc-s3-op@mail.mil



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