



**DEPARTMENT OF THE ARMY**  
**US ARMY INSTALLATION MANAGEMENT COMMAND**  
**HEADQUARTERS, UNITED STATES ARMY GARRISON, FORT BLISS**  
**1741 MARSHALL ROAD**  
**FORT BLISS, TX 79916**

AMIM-BLG-ZA (420-1h)

9 May 2023

**POLICY MEMORANDUM #27**

**SUBJECT: Policy for Assignment, Occupancy, and Termination of Temporary Change of Station (TCS) Housing**

**1. References:**

a. AR 420-1, Army Facilities Management, Rapid Action Revision (RAR), 24 August 2012.

b. Army Mobilization and Deployment Reference (AMDR), 22 February 2019.

c. Department of the Army Inspector General Out brief, 23 March 2022.

2. The Garrison Commander is responsible for designating housing for Service Members on Temporary Change of Station (TCS) orders in support of Contingency Operations. IAW AR 420-1 and the Army Mobilization and Deployment Reference (AMDR), the primary method of support will be facilities on the installation.

3. In accordance with AR 420-1, para 3-131, (1)(h), use minimum adequacy standards, particularly for Unaccompanied Personnel Housing (UPH) space, sparingly but as necessary. Installations may house any mobilized Soldier using excess barracks space regardless of rank. Commanders may reduce the 72 square feet/6.7 meters standard to 54 square feet/5.0 square meters to meet mission requirements. This may be further reduced to 40 square feet (3.7 square meters) with the approval of the senior medical officer.

4. In accordance with AMDR, Section V, para 6-14 (5)(f), the maximum use of installation facilities are the primary method of support in all cases.

5. The installation Housing Division (HD) makes the final determination of space availability. If no space is available on the installation, a Statement of Non-Availability (SNA) is required. Only the Garrison Commander or their designee is authorized to issue an SNA.

6. The Department of the Army (DA) Office of the Inspector General (IG) conducted a thorough review of the Fort Bliss, Directorate of Public Works, Housing operations for assignment, occupancy, and termination of TCS housing on 23 March 2022. The DA IG found the installation HD compliant with all applicable housing regulations.

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7. The point of contact for the action is Housing Chief, Housing Division, Directorate of Public Works, at (915) 568-5314 .

//Original Signed//  
JAMES A. BRADY  
COL, IN  
Commanding

DISTRIBUTION:  
All TCS units mobilized to FBTX