



DEPARTMENT OF THE ARMY
INSTALLATION MANAGEMENT COMMAND PACIFIC
HEADQUARTERS, UNITED STATES ARMY GARRISON DAEGU
OPC 305 BOX 23
APO AP 96218-9001

AMIM-DAP (100)

05 February 2026

MEMORANDUM FOR All Service Members Assigned or Attached to the United States Army Garrison Daegu, Area IV Installations

SUBJECT: United States Army Garrison (USAG) Daegu Command Policy Letter #26-68, Furniture for Army Families and DoD Civilians

1. References:

- a. Army Regulation 420-1, Army Facilities Management, 29 August 2025
- b. Army Regulation 735-5, Property Accountability Policies, 10 March 2024
- c. Common Table of Allowance (CTA) 50-909 and CTA 50-970
- d. Joint Travel Regulation (JTR), 1 May 2018

2. This policy applies to all customers assigned to USAG Daegu who have requirements for furnishings support.

3. Purpose: To establish procedures for management of loaner sets to Army Families and DoD Civilians located at USAG Daegu.

4. Program Overview: Provide furnishings support for all Army Family Housing (AFH) customers. The loaner furniture supports Army families and DoD Civilians to reduce personal transportation costs. USAG Daegu will define the composition of a loaner set for installations within Area IV.

5. The proponent for this policy is the Directorate of Public Works (DPW), Furnishings Management Office (FMO).

6. AR 420-1 (3-70d) is the doctrinal reference.

a. Provision of furnishings / loaner sets: Furnishings include furniture, household equipment, and miscellaneous items necessary to provide a reasonable degree of livability in personnel housing.

b. Eligibility for Family Housing Furnishings: Personnel assigned to foreign areas are eligible for furnishings support if in the following categories per AR 420-1 (3-70d).

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- (1) Personnel with command-sponsored family members.
- (2) Appropriated and non-appropriated fund DoD Civilian personnel recruited in the United States.
- (3) Civilian personnel traveling under the JTR weight allowance 100% may be provided temporary furniture support (loaner sets) at their overseas station when their household goods are in transit. Maximum time for use of loaner sets is 90 days for in-bound and 60 days for out-bound. These Civilians will receive appliances support for their whole tour. (Enclosure 1)
- (4) Military personnel traveling under the 50% JTR weight allowance may be provided full furniture support at their overseas station. These Soldiers will receive a living room set, dining room set, children's room set master bedroom set, and appliances for their whole tour. (Enclosure 2)
- (5) Unaccompanied personnel who bring their Family members to USAG Daegu (Non-command sponsored) may receive a single set of Unaccompanied Housing (UH) furniture. Service member (SM) may submit an Exception to Policy (ETP) for issuing one set of AFH loaner furniture by lateral transfer to UH property. (Enclosure 3)
- (6) Local government hires and contractors are not eligible for housing furnishings support.
- (7) Non-command sponsored DoD civilians (not authorized for LQA) are not eligible for furnishings or appliance support.
- (8) DoD Civilians that own their own local Korean home are not authorized furnishings or appliance support.
- (9) Individuals eligible for LQA or OHA must process their private rental lease agreements through Housing. Failure to do so will result in denial of furnishings and appliance support.
- (10) Once a customer enters into a lease agreement through Housing, any required renewal must also be processed through Housing. Failure to do so will result in loss of furnishings and appliance support, and the customer will be required to return all U.S. Government-provided furnishings.
- (11) DoD civilians may retain government loaner furniture for the duration of their tour (for items not returned), provided the customer submits an ETP to the Housing Manager and receives approval.

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7. All personnel that are issued furnishings must inform the furnishings management office of any changes in status, including PCS, ETS, or off-post address changes.
8. Soldiers and Civilians will be required to return their received items in clean and serviceable condition.
9. The scheduled furniture delivery date must be kept by the customer. If a customer fails to keep the appointment, the housing office places them at the bottom of the service list and charges 50% of the cost associated with delivery or pick up of government furnishings and appliances.
10. Government furnishings and appliances will be serviceable. Customer requests for selection of color, type, age, or style is not authorized. No Exceptions.
11. Out of stock listed items:
 - a. A waiting list will be created and customer called when item comes available.
 - b. Furniture will be issued based on the authorized family members listed on PCS orders and in accordance with CTA 50-909.
12. Furnishings Transportation:
 - a. The customer is not responsible for the costs if the garrison directs the move.
 - b. The movement of furnishings at government expense is limited to one PCS delivery and pickup. Additional requirements during their tour will be at the expense of the customer.
 - c. When personnel relocate from one off-post residence to another, the entire move—including transportation of government-issued furniture and appliances—is the customer's responsibility.
 - d. If a command directs a move, the command can submit an ETP to the garrison commander to transfer the cost to the government.
13. Appliance Regulations:
 - a. Appliance installation costs shall be paid for by the user. Military personnel use their move-in Housing Allowance (MIHA) and DoD civilians may apply PCS Miscellaneous Expense Allowance (MEA) to cover appliance installation costs.

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b. The Government is not responsible for installing or disconnecting issued appliances in private rental housing during initial move-in, relocation to another residence, or PCS departure. Installation and disconnection of gas appliances must be performed by a certified technician holding either a Gas Safety Management Certification or a Gas Craftsman Certification issued by the Korea Gas Safety Corporation

c. FMO repairs government appliances at no cost to the customer unless damages were due to resident's misuse or neglect. Customers are responsible for scheduling repairs by contacting FMO.

14. Turn-in of Furnishings:

a. Residents need to turn-in government furnishings by scheduling with FMO 30 days prior to DEROS or 14 days prior to termination of lease. If customer has to reschedule or cancel, contact the Housing Office at least 24 hours in advance. A 50% delivery cost will be charged for no-shows.

b. Housing personnel will brief customers on their requirement to clean government issued furnishings. All items shall be ready for turn-in on the date and time of the customer's scheduled appointment. Failure to abide by cleaning requirements may result in customer being charged for cleaning and/or transportation costs.

c. Customers are liable for loss, damage, or destruction of government furnishings caused by negligence or misconduct of family members, guests or pets beyond fair wear and tear. The following can occur to hold government worker or SM accountable.

(1) Financial liability investigation of property loss

(2) Statement of charges

(3) Cash collection voucher

(4) Other authorized adjustment per AR 735-5

15. This policy is effective immediately and will remain in effect until rescinded or superseded.

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16. Point of contact for this policy is the USAG Daegu Housing Division Chief, Mr. Joseph M. Burnett, at DSN 315- 763-4570 or joseph.m.burnett4.civ@army.mil.

3 Encls

1. Loaner Furniture Set (JTR 100%)
2. Loaner Furniture Set
(JTR Under 50%)
3. Non-command sponsored
Furniture Set

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If traveling under JTR weight allowance 100% (Civilian):

Maximum time for use of loaner sets is 90 days for in-bound and 60 days for out-bound.

These DOD Civilians will receive appliances support for their whole USAG Daegu Tour.

Furniture Issued Items:

<u>Item</u>	<u>Amount Authorized</u>
Loaner Bed, queen (complete)	1 per master bedroom
Loaner Bed, Single (complete)	1 per each additional Family Mem
Loaner Chair, dining	2 per household, plus 1 per add Family
Loaner Chair, easy	2 per household
Loaner Chest of drawer or dresser	1 per bedroom
Loaner 3 Seat Sofa	1 per household
Loaner Lamp, Table	1 per bedroom, plus 2 additional
Loaner Table, coffee	1 per household
Loaner Table, dining	1 per household
Loaner Table, end	2 per household
Loaner Table, nightstand	1 per bedroom plus 1 additional
Loaner Desk	1 per living room
Loaner Chair, Desk	1 per desk
Loaner China Cabinet	1 per household
Loaner Server	1 per household
Perm Range gas or electrical	1 per household
Perm Refrigerator	1 per household
Perm Dryer, gas or electrical	1 per household
Perm Washer	1 per household

If traveling under JTR weight allowance under 50% (Military):

These Soldiers will receive living room set, dining room set, master bedroom set, children room set, appliances support for their whole USAG Daegu Tour.

Furniture Issued Items:

<u>Item</u>	<u>Amount Authorized</u>
Perm Bed, queen (complete)	1 per master bedroom
Perm Bed, Single (complete)	1 per each additional Family Men
Perm Chair, dining	2 per household, plus 1 per add Family
Perm Chair, easy	2 per household
Perm Chest of drawer or dresser	1 per bedroom
Perm 3 Seat Sofa	1 per household
Perm Lamp, Table	1 per bedroom, plus 2 additional
Perm Table, coffee	1 per household
Perm Table, dining	1 per household
Perm Table, end	2 per household
Perm Table, nightstand	1 per bedroom plus 1 additional
Perm Desk	1 per living room
Perm Chair, Desk	1 per desk
Perm China Cabinet	1 per household
Perm Server	1 per household
Perm Range gas or electrical	1 per household
Perm Refrigerator	1 per household
Perm Dryer, gas or electrical	1 per household
Perm Washer	1 per household

Unaccompanied personnel who bring their Family members to USAG Daegu (Non-command sponsored):

These Soldiers will receive single set of UH furniture, appliances support for their whole USAG Daegu Tour.

Furniture Issued Items:

<u>Item</u>	<u>Amount Authorized</u>
Perm Bed, double (complete)	1 per household
Perm Bookcase	1 per household
Perm Chair, dining	2 per household
Perm Chair, easy	1 per household
Perm Chest of drawer or dresser	1 per household
Perm 2 Seat Sofa	1 per household
Perm Lamp, Table	2 per household
Perm Table, coffee	1 per household
Perm Table, dining	1 per household
Perm Table, end	1 per household
Perm Mirror	1 per household
Perm Desk	1 per household
Perm Chair, Desk	1 per desk
Perm Range gas or electrical	1 per household
Perm Refrigerator	1 per household
Perm Dryer, gas or electrical	1 per household
Perm Washer	1 per household