



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

AMIM-DAW-N (100)

03 OCT 2025

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Policy Memorandum – Off-Post Base Bound Business (BBB) Approval to Operate

1. References:

- a. Army Directive (AD) 2018-29, Non-Federal Entity (NFE) Competition with Appropriated and Non-Appropriated Fund (NAF) Activities on Army Installations.
- b. AR 210-22, Support for NFEs Authorized to Operate on DA Installations.
- c. HQDA EXORD 224-19, HBB Approval Process.
- d. DA Pamphlet (PAM) 40-11, Army Public Health (APH) Program.
- e. Technical Bulletin (TB) MED 530, Tri-Service Food Code.
- f. Policy Memorandum – Home Based Business (HBB) Application Process.

2. Purpose. This memorandum establishes policy and procedures regarding the operation of off-base, base bound businesses by military personnel, Department of Defense (DoD) civilians, and their dependents on military installations. This policy aims to balance the entrepreneurial spirit of our community with the need to maintain security, order, and the primary mission of the installation. The Garrison Commander's intent is for off-post home businesses to enjoy the same level of access and opportunities on the installation as on-post home businesses.

3. Applicability. This policy applies to USAG Daegu Installations.

4. Policy.

a. The operation of off-post Base Bound Businesses (BBB) by eligible personnel is generally permitted, provided it does not conflict with their official duties, Status of Forces Agreement (SOFA), DoD regulations, or USAG Daegu policies.

b. Directorate of Family & Morale, Welfare and Recreation (DFMWR), USAG Daegu is the agency responsible for exercising staff oversight into the application process, on behalf of the Garrison Commander.

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c. Off-post BBB approved under this policy, must limit their activities to USAG-Daegu installations and non-MWR facilities. This policy does not permit off-post BBB to operate in the local economy as prohibited by the Status of Forces Agreement (SOFA) and Korea law.

d. Personnel operating BBB are responsible for maintaining the security of their personal information and business assets. The installation is not responsible for the security of BBB.

e. Solicitation of goods or services on the installation is prohibited without prior written approval from the Garrison Commander.

f. The Garrison Commander retains the authority to suspend business operations and revoke BBB's installation access at any time and for any reason.

g. Authorization to operate within the community of USAG Daegu is then granted for 3 years. A new application for renewal must be submitted 60 days before the expiration date of the current authorization

5. Responsibilities.

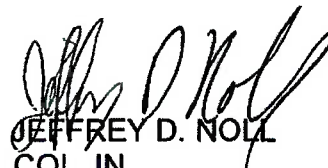
a. All off-post BBB are responsible for adhering to this policy and reporting their business activities as outlined above.

b. DFMWR is responsible for reviewing application process, providing guidance, and ensuring compliance with this policy.

c. Housing Managers are responsible for BBB operations within their respective housing communities located within and around USAG Daegu.

6. Violation of this policy may result in corrective action, including but not limited to, requiring cessation of business activity.

7. The point of contact for this action is Johanna Domingo, Business and Non-Profit Liaison, who can be reached at DSN: (315) 763-6075 or email: johanna.l.domingo.naf@army.mil.


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Commanding