



DEPARTMENT OF THE ARMY  
HEADQUARTERS, 10TH MOUNTAIN DIVISION (LIGHT INFANTRY) AND FORT DRUM  
FORT DRUM, NEW YORK 13602-5000

AFDR-CG

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Installation Policy Memorandum 19-23, Command Housing Visitation Program

1. References:

a. Department of the Army Memorandum dated 15 Feb 2019, Subject: Mandated Actions Related to Housing (Army-Owned, Privatized, and Barracks).

b. AFDR-CG Memorandum dated 1 Aug 19, Subject: Privatized On-Post Housing Terms of Reference.

2. Purpose: Leaders are responsible for engaging Soldiers and Family members to ensure they are provided quality on- and off-post housing, that landlords or property managers fulfill their legal obligations, and that Soldiers understand their housing rights and responsibilities. The purpose of the program is not to conduct home inspections. Rather, it is to provide Soldiers and Families the opportunity to share concerns with leadership regarding housing, maintenance, and landlords/property managers, or concerns in general. Just as important, these visits provide Leaders the opportunity to check on the welfare, living standards and well-being of their Soldiers and Families.

3. Policy: Commanders periodically check on the well-being of Soldiers and their Families living on- and off-post.


a. Commanders will conduct command visits to Soldiers' on- and off-post quarters. Visits to on-post quarters will be coordinated with the respective Fort Drum Mountain Community Homes Community Manager.

b. Command visits will include discussions of housing, maintenance, or landlord/property manager concerns, Soldier rights and responsibilities with regard to housing, unit training, deployment plans, upcoming events, and Family Readiness services. Leaders will address and offer solutions to Family stressors (finances, child care, marital tension, or similar issues) and assess housing quality while verifying that landlords or property managers are fulfilling their obligations. The visit will be documented, including issues to be addressed either by the Soldier, landlord, or property manager in order to enable follow-up and ensure resolution. Life, health, and safety issues will be immediately addressed with the Soldier and/or landlord/property manager.

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4. A visit to privatized housing (on- or off-post) is defined as a voluntarily granted entrance into privatized quarters by the Soldier to allow a commander or designated representative, squad leader or above, to inquire about the condition of the quarters. Informed consent is required to view the entire premises for the purposes of assessing safety, health, and overall housing quality. The occupant may completely revoke or limit the area of consent at any time, to include during the visit. If this occurs, the visiting representative will only access areas to which he/she has consent and will depart the residence immediately upon revocation of consent.
5. There shall be no reprisal against any Soldier or Family member for not giving consent for entry during a command visit of on- or off-post quarters.
6. This policy does not address all conditions through which a commander may visit or enter a Soldier's quarters; it explains the housing visitation program only. A commander has the responsibility to conduct a command visit if he/she determines the Soldiers' and/or Family members' health and welfare are at risk. Further supplementation of this policy is not authorized without prior written approval by this headquarters.
7. Proponent: Point of contact is the Fort Drum Army Housing Office at (315) 772-7256.
8. This policy will remain in effect until superseded or rescinded.

  
BRIAN J. MENNES  
Major General, USA  
Commanding

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