



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

AFDR-CG

6 August 2021

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Installation Policy Memorandum 21-09, Key & Essential (K&E)
Personnel for On-Post Housing

1. Reference: Army Regulation 420-1, Army Facilities Management, 24 August 2012.
2. Supersession. This policy supersedes and replaces Installation Policy Memorandum 19-09, Key and Essential (K&E) Personnel for On-Post Housing, 17 September 2019
3. Applicability: This policy applies to all personnel assigned or attached to Fort Drum and their respective Family members seeking to occupy privatized on-post housing with Fort Drum Mountain Community Homes (FDMCH).
4. Purpose. The following personnel are designated K&E and have the highest priority for housing assignment on post. K&E status for Brigade and Battalion Commanders and Command Sergeants Major will be granted upon slating for command at Fort Drum. The "+" symbol after the duty position signifies a designated home (GFOQ).
 - a. Commanding General +
 - b. Deputy Commanding Generals, Operations and Support +
 - c. Acting Senior Commander/Deputy Commanding General
 - d. Chief of Staff
 - e. Garrison Commander
 - f. Division Command Sergeant Major
 - g. Garrison Command Sergeant Major
 - h. Brigade Commanders, including MEDDAC and DENTAC Commanders
 - i. Brigade Command Sergeants Major, including MEDDAC, DENTAC, and NCO Academy Commandant
 - j. Division G1,G2, G3, G4, G6, G8, and SJA

AFDR-CG

SUBJECT: Installation Policy Memorandum 21-09, Key & Essential (K&E)
Personnel for On-Post Housing

- k. Installation Chaplain and Public Affairs Officer
 - l. Brigade Rear Detachment Commanders (starting six months prior to deployment)
 - m. Brigade Rear Detachment Noncommissioned Officers In Charge (starting six months prior to deployment)
 - n. Battalion Commanders, including 20th Air Support Operations Squadron Commander
 - o. Battalion Command Sergeants Major, including 20th Air Support Operations Squadron NCOIC
 - p. Command Chief Warrant Officer of the 10th Combat Aviation Brigade.
 - q. Commanding General's Officer and Enlisted Aides, including drivers
 - r. Foreign Political Advisor, State Department, for deployments
 - s. Foreign Exchange Officers equivalent to Field Grade Officer on Division Staff
5. Appropriated funds will not be used to pay for elective moves. Personnel who live off post and later elect to move into privatized on-post housing with FDMCH, including designated K&E personnel will personally bear all associated expenses with the move.
6. All K&E personnel occupying designated homes who are PCS'ing from Fort Drum are required to vacate their on-post designated home at least 14 days prior to relinquishing command or turning over their assigned duties to facilitate incoming K&E personnel prior to assuming their duties. Exceptions to policy will be submitted through the Garrison Commander to the Senior Commander.

AFDR-CG

SUBJECT: Installation Policy Memorandum 21-09, Key & Essential (K&E) Personnel
for On-Post Housing

7. Point of contact for this policy is Mr. Richard D. Nuijens, Chief, RCI Housing Division
at (315) 772-7256.



MILFORD H. BEAGLE, JR.
Major General, USA
Commanding

DISTRIBUTION: A