



**DEPARTMENT OF THE ARMY**  
**US ARMY INSTALLATION MANAGEMENT COMMAND**  
**HEADQUARTERS, UNITED STATES ARMY GARRISON, FORT EISENHOWER**  
**307 CHAMBERLAIN AVENUE**  
**FORT EISENHOWER, GEORGIA 30905-5730**

AMIM-EIP-H

JAN 14 2025

MEMORANDUM FOR Key and Essential Personnel for Army Owned Family Housing

SUBJECT: Garrison Commander's Policy Memorandum No. 28 - Privatized Housing Policy for Key & Essential Personnel

1. References:

- a. DoD 4165.63-M, DoD Housing Management, October 2010.
- b. Army Regulation (AR) 420-1, Facilities Management, February 2008.

2. Purpose: To designate Key and Essential (K&E) positions and housing units within privatized housing of Balfour Beatty Communities (BBC). It also identifies approved positions which are encouraged, but not required, to reside on the installation and given priority for assignment.

3. Applicability: This policy applies to all personnel assigned to United States Army Garrison Fort Eisenhower.

4. Policy:

a. K&E positions are established by the US Army Garrison Commander, Fort Eisenhower, in coordination with the Installation Commander or Senior Commander. The duties of K&E positions require the incumbents' immediate availability on the installation due to military necessity. Therefore, they must reside in on-post housing. In accordance with reference 1.b. the designation of K&E positions shall be kept to an absolute minimum to ensure maximum housing equity for all Service Members and their Families.

b. All inbound/outbound K&E personnel shall be reported by name, rank, position, date of arrival/departure to the DPW Housing Division (706-791-5116) to ensure every effort is made to adequately house K&E personnel. K&E Point of Contacts (POC) will provide the above information for K&E personnel to DPWs Housing Division no later than 90 days from expected arrival/departure date. The information is necessary to ensure adequate support to K&E personnel and timely notification to the

AMIM-EIP-H

SUBJECT: Garrison Commander's Policy Memorandum No. 28 - Privatized Housing Policy for Key & Essential Personnel

Privatized Family Housing Manager. Each command should provide DPWs Housing Division a POC to work with on K&E housing issues for both in and out bound K&E's.

c. Should an individual in a K&E position decide to reside off the installation for personal convenience, an endorsement must be provided from their Commander (05 or higher) indicating that the K&E status of that position is no longer a mission requirement and that it will be removed from the K&E list.

5. The following positions are designated K&E:

Commander, CCOE - 1 Boardman Lake Road  
DCG, CCOE  
Commander, ARCYBER DCG, ARCYBER  
JFHQ-C, ARCYBER  
Commandant, Cyber School  
Commandant, Signal School  
Commander, USAG  
Commander, DDEAMC  
Chief of Staff, CCoE  
Chief of Staff, ARCYBER  
CSM, USA, CCoE  
CSM, ARCYBER  
CSM, USA, Signal School  
CSM, USA, Cyber School  
Major, Family Life Chaplain  
Group Commander, Cyber MI Group

6. The following positions are encouraged, but not required to reside on the installation and are given priority of assignment in specific housing areas.

a. Brigade/Equivalent Commanders and the Command Sergeants Major/Senior Enlisted Advisors will be given priority for housing in Maglin Terrace. Brigade Command Sergeants Majors/Senior Enlisted Advisors will also be given priority for single family homes in Lakeview.

b. Battalion/Squadron Commanders or equivalent and Battalion Sergeant Majors or equivalent will be given priority for single family homes in Lakeview.

7. Brigade and Battalion level Commanders, Command Sergeants Major or their equivalents are not required to reside on the installation; however, if they desire to do

AMIM-EIP-H

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so, upon receipt of assignment instruction, they must contact BBC to be placed on the housing wait list. They will be given priority for housing assignment.

8. Requests for exception to this policy will be forwarded through the Army Housing Office to the Commander, US Army Garrison, Fort Eisenhower, for final consideration of approval/disapproval.

9. Point of Contact for this policy memorandum is US Army Garrison, Fort Eisenhower, Directorate of Public Works, Housing Division, (706) 791-5116.



ANTHONY J. KAZOR  
COL, CM  
Commanding

2 Encls

1. K&E Essential Guidance
2. AR 420-1 K&E Guidance