



DEPARTMENT OF THE ARMY
US ARMY INSTALLATION MANAGEMENT COMMAND
HEADQUARTERS, UNITED STATES ARMY GARRISON
2837 BOYD AVENUE
FORT HUACHUCA, ARIZONA 85613-7001

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13 Oct 2020

MEMORANDUM FOR ALL FORT HUACHUCA PERSONNEL

SUBJECT: POLICY 20-36, Home Based Business in Privatized On-Post Housing

1. Pursuant to a delegation of authority from the Senior Commander, the Garrison Commander (GC) determines whether home-based businesses are permitted in Government-owned or private Army family housing on post. This Policy describes the GC's intent for the Home Based Business (HBB) Program and the approval process.

a. The intent is to maximize participation, streamline the process and encourage full support of the HBB Program. Residents who live in privatized on-post housing can obtain the HBB application at the FMWR Commercial Solicitation/Private Organization Office located at 556 Augur Avenue, building 22214 or call 520-533-1133. Completed HBB applications will be returned to the FMWR and routed through U.S. Army Garrison (USAG) Housing Manager, RCI Community Manager, Installation Safety, and AAFES. As appropriate, the HBB application may be submitted to the Directorate of Emergency Services and Office of the Staff Judge Advocate for review.

b. The approval process will take 7-10 business days from the date the HBB application is submitted to FMWR. Completed applications will be submitted to the Army Community Services Employment Readiness Program Manager for tracking purposes.

c. FMWR is generally the approval authority for HBB applications. However, the GC reserves the authority for final approval/disapproval of any HBB application.

2. This memorandum supersedes USAG, Policy 20-140, Home Based Operating on Fort Huachuca.

3. Residents can check the status of their HBB application by contacting the Support Management office at 520-533-1133.

JARROD MORELAND
Colonel, MI
Commanding

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