



**DEPARTMENT OF THE ARMY
US ARMY INSTALLATION MANAGEMENT COMMAND
HEADQUARTERS, US ARMY GARRISON COMMAND, FORT KNOX
111 E. CHAFFEE AVENUE
FORT KNOX, KENTUCKY 40121-4215**

AMIM-KNP-H (100)

2 August 2023

MEMORANDUM FOR

**Commanders, All Units reporting Directly to This Headquarters
Commander, Fort Knox Partners in Excellence
Directors and Chiefs, Staff Offices/Departments, This Headquarters**

SUBJECT: Fort Knox Policy No. 28 – Exception to Policy (ETP) for Permanent Party Barracks

1. Reference.

- a. Joint Trave Regulation (JTR), Chapter 10, 1 Jan 18.
- b. Army Regulation (AR) 420-1, Army Facilities Management, 12 Feb 08, (RAR 24 Aug 12).
- c. Army Barracks Management Program (ABMP), 9 Jan 18.

2. This memorandum establishes Fort Know policy concerning the issuance and control of ETP's for permanent party barracks on Fort Knox.

3. Assignment to the permanent party barracks is mandatory for single Soldiers with the rank of PVT-SGT. Certification of Non-Availability (CAN) will only be assigned when the barracks overall installation rate exceeds 95%. Soldiers will be assigned under the unit integrity concept to the extent possible. Soldiers may request to reside off post without Basic Allowance for Housing (BAH) at the discretion of their unit commander.

4. Only the Garrison Commander may authorize an ETP for Soldiers in the rank of SGT and below to reside outside the barrack or within the barrack and collect BAH.

5. ETP conditions that do not meet the following requirements for a CAN:

- a. Soldier is pregnant.
- b. Soldier purchases a home in the local area before notification of assignment to Fort Knox.

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c. Enlisted Criminal Investigation Division (CID) and Enlisted Counterintelligence (CI) if they cannot be billeted in facilities separate from other Soldiers.

d. Military Police if they cannot be billeted separate from other Soldiers within the permanent party (PP) barracks by wings or floors.

6. Requests for ETPs must be submitted by the Soldier through their chain of command to the Army Barracks Management Program (ABMP) Office, Building 1110, room 103, for the Garrison Commander's review and approval/disapproval. Soldiers must be recommended by their Commander, LTC, or higher, to submit a request to the garrison Commander to reside outside the barracks.

7. Soldiers will report to ABMP with their first line supervisor for a briefing on the requirements to submit an ETP and a sample of the memorandum (enclosure 1). If the ETP is approved, Soldier will be notified by ABMP office and receive an ETP memorandum (enclosure 2 for a sample). ABMP Office will notify which type of ETP and whether it is restricted for a certain time period. The Soldier must receive a mandatory Housing Service Office (HSO) briefing at building 1110, prior to negotiating or entering into a rental agreement.

8. The Directorate of Public Works (DPW) Housing Division will review ETP's and available unaccompanied personnel housing (UPH) on a monthly basis, if the occupancy rate falls below 95%, single Soldier living off post and receiving housing allowance at the "without dependent" rate will be required to move back into the barracks unless the Garrison Commander determines that financial hardship will occur.

9. Point of contact is Army Barracks Management Program (ABMP) Manager Mr. Roger Haga at (502) 624-4898



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Commanding