



REPLY TO
ATTENTION OF:

DEPARTMENT OF THE ARMY
US ARMY INSTALLATION MANAGEMENT COMMAND
HEADQUARTERS, UNITED STATES ARMY GARRISON, FORT POLK
6661 WARRIOR TRAIL, BLDG 350
FORT POLK, LOUISIANA 71459-5339

IMPO-PWH

FEB 25 2020

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Garrison Policy Memorandum #4 - Certificates of Non-Availability (CNA) for Soldiers PVT - SGT

1. References.

a. Army Regulation (AR) 420-1, Army Facilities Management, 12 February 2008, Chapter 3, Housing Management.

b. Information Paper, SAB (Encl).

2. Purpose. This policy establishes rules and responsibilities for initiating Certificates of Non-Availability (CNA) for Soldiers in the rank of PVT - SGT. The Fort Polk Garrison Commander is responsible for implementing Army Housing Management policies. Commanders must adhere to this policy and the Army Policy on Certificates of Non-Availability (CNA). Only CNAs processed through the Garrison Commander will be approved.

3. Policy. The referenced information paper lists the important policy details for CNAs for Soldiers PVT - SGT. Commanders will ensure that subordinate commanders are aware of and comply with these policies.

4. Before requesting a CNA, commanders will counsel all Soldiers in the rank of PVT - SGT regarding financial liability, whether or not they are BAH recipients.

5. Proponent. The Residential Communities Initiative (RCI) Housing Office is the proponent for this policy.

6. This policy will remain in effect until superseded or rescinded.

Encl

RYAN K. ROSEBERRY
COL, MI
Commanding

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