



DEPARTMENT OF THE ARMY
UNITED STATES ARMY GARRISON BADEN-WUERTTENBERG
UNIT 29237
APO AE 09014-9237

IMBW-PWH

3 July 2012

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: USAG Baden-Wuerttemberg Command Policy Memorandum #3, Army Family Housing (AFH) Assignment and Exception to Policy (ETP) Processes

1. References:

- a. Memorandum USAREUR, AEACG, 14 Jun 11, subject: Housing Assignment Policy for the Army in Europe.
- b. AR 420-1, Army Facilities Management, 12 Feb 08.
- c. AE Supplement 1 to AR 420-1, 20 Nov 08.

2. In June 2011, the Army in Europe, in coordination with Installation Management Command-Europe Region, revised housing policy for personnel residing in Government-controlled AFH in Europe. The purpose of this revision was to allocate more housing for junior enlisted families, specifically in the grades of E4 and below so that they would have better access to on-post support facilities. The following is provided to clarify the new USAREUR policy and explain the application of this policy at installations within USAG Baden-Wuerttemberg.

3. As stated in the USAREUR policy, accompanied Soldiers of all grades will be assigned to AFH when available. The following additional considerations apply:

- a. The goal is 100% on-post housing for Soldiers in grades E1 through E4. These Soldiers will be assigned housing in on-post AFH in the best housing available in the community that meets their modern housing needs. Attributes such as space, access to facilities, and modernized upgraded quarters will be considered in the assignment process. If housing is not projected to be available within 60 days, the Soldier has the option to accept a Certificate of Non-Availability (CNA) to seek off-post private rental housing. Soldiers will automatically be issued a CNA if housing availability is projected to exceed 90 days.

- b. The remaining Government-controlled housing will be allocated to house a target of at least 10 percent of the population of E5s and above (including officers) within each designated pay-grade as defined in the USAREUR policy and AR 420-1. If housing is not projected to be available within 60 days, a CNA will be issued and the Soldier (E5 and above, including officers) must seek off-post private rental housing.

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c. Key and Essential personnel will be assigned to AFH as a "Priority One" assignment as outlined in the USAREUR policy and the USAG Baden-Wuerttemberg Key and Essential designated housing list.

d. Based on current USAREUR transformation initiatives service members and their families will no longer be assigned to AFH in the Mannheim community and Mark Twain Village in Heidelberg as both areas are slated for closure before Patrick Henry Village.

4. ETP: Incoming personnel as well as personnel already residing in AFH wishing to reside in PRH may submit an ETP to the housing office. Any request for an ETP to reside in PRH should be endorsed by an O5 level commander and submitted to the garrison's housing office. Only the USAG Baden-Wuerttemberg garrison commander or his deputy is authorized to approve such ETPs.

5. Point of contact for this memorandum is Ms. Thomas at DSN 387-3290, civilian 06221-4380-3290, email Hannelore.Thomas@us.army.mil.


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