DEPARTMENT OF THE ARMY
UNITED STATES ARMY GARRISON WIESBADEN
UNIT 29623
APO AE 09005-9623

IMWB-ZA

MAR 2 4 2016

MEMORANDUM FOR All Members of the United States Army Garrison Wiesbaden Community

SUBJECT: United States Army Garrison (USAG) Wiesbaden Command Policy Letter #13, Implementation of United States Army Europe (USAREUR) Housing Assignments Policy

1. References:

a. Army Regulation 420-1, Army Facilities Management, 24 August 2012.

b. Army in Europe Supplement to Army Regulation 420-1, Housing Management, 20 November 2008.

c. Department of Army Pamphlet 420–1–1, Facilities Engineering, Housing Management, 2 April 2009.

d. Memorandum, Installation Management Command (IMCOM), Headquarters, 10 June 2015, Revision to the Designation of Housing for Pay Grades Chief Warrant Officer Five (CW5) and Chief Warrant Officer Three (CW3).

e. Memorandum, IMCOM-Europe, AECG, 28 July 2015, subject: Family Housing Assignment Policy for the Army in Europe.

f. Memorandum, Assistant Chief of Staff Installation Management (ACSIM), DAIM-ZA, 17 November 2015, subject: Approval Process for Service Members in Same-Sex Marriages who Request Housing Benefits while Assigned to Overseas Locations.

2. Purpose: To apply the Army in Europe Housing Assignment Policy, reference 1e, to specific USAG Wiesbaden conditions.

3. Applicability: This policy applies to all military and civilian personnel, including Family members residing in the USAG Wiesbaden community.

4. Policy: Accompanied Servicemembers (SM's) of all grades shall be mandatorily assigned to Army Family Housing (AFH), when housing is available. USAG Wiesbaden's goal is to house SM's as quickly as possible, appropriate to their grade and bedroom requirement as stipulated in 1.a.

a. Key and Essential (K&E) personnel will be assigned to AFH in accordance with the USAREUR policy and the USAG Wiesbaden K&E designated housing list.

b. Clay Kaserne and Newman Village Housing areas will be used to house K&E Commanders/CSMs and their staff officers. The following priority of assignment applies:

(1) General/Flag officer and Senior Executive Service (SES) positions, Brigade and Battalion level, Centralized Selection List (CSL) commanders and their CSMs.

(2) Assigned nominative Sergeants Majors.

(3) Senior Officers (O6 and CW5) assigned K&E staff positions.

(4) When additional housing is available outside the projected K&E requirement, accompanied non-K&E SM's may be offered housing in accordance with 1a.

c. All other housing areas will be used to house non-K&E personnel including Senior Officers (O6, CW5), Field Grade officers (O4-O5, CW3-CW4), and Senior Enlisted (E7-E9). Residents will be offered housing next to/within the same building who are in the same grade structure, i.e., an O5 will be offered housing where an O4 resides, an E9 will be offered housing where an E7 resides, etc. Declining/rejecting housing because your neighbor(s) is/are not an O5, E9, etc., is not an acceptable reason to decline/reject housing. Personnel rejecting/declining housing for this reason will be removed from the waiting list for a minimum of 30-days, all Temporary Lodging Allowances (TLA) stopped the day when the house is available for assignment; all expenses incurred when TLA is stopped is responsibility of the SM.

d. Exception to policy (ETP).

(1) Servicemember's O5 or O6 level Commander shall sign and recommend concur/non-concur of all ETP requests.

(2) Submit requests to the Housing Office for processing.

5. The point of contact for this policy is Mr. Edwin C. Johnson, Director of Public Works, DSN 548-4002 /CIV 0611-143-548-4402; email: edwin.c.johnson.civ@mail.mil.

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Commanding