



REPLY TO  
ATTENTION OF

DEPARTMENT OF THE ARMY  
U.S. ARMY MANEUVER SUPPORT CENTER OF EXCELLENCE  
320 MANSCEN LOOP STE 316  
FORT LEONARD WOOD, MISSOURI 65473-8929

ATZT-CG

10 MAY 2010

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Command Policy 20, Housing Assignment Policy for Key and Essential Personnel

1. REFERENCES.

a. AR 420-1, Army Facilities Management, Rapid Action Revision (RAR) 001, Issue Date: 28 March 2009.

b. Fort Leonard Wood Community Development Management Plan (CDMP), March 2005.

2. GENERAL. This prescribes the policy and procedures for the assignment of privatized family housing at Fort Leonard Wood to subject personnel commensurate with grade, position, and family size.

3. POLICIES AND PROCEDURES.

a. The following addresses are designated for incumbents of specific positions as indicated in Table 1. Assignment of houses other than those designated, or assignment to individuals other than those listed, will be submitted through the Garrison Commander and approved by the Commanding General.

**Table 1. Assignment of Housing for Key and Essential Personnel**

Location	Position
1 Essayons	Commanding General
2 Essayons	Commandant, Chemical, Biological, Radiological, and Nuclear (CBRN) School
3 Essayons	Commandant, Military Police (MP) School
4 Essayons	Commandant, Engineer (EN) School
100 Kirby Street	Maneuver Support Center of Excellence (MSCoE) Command Sergeant Major (CSM)

b. Allocation of housing (other than designated housing identified in Table 1) is as follows:

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(1) Regimental CSMs, assistant commandants, and brigade commanders (as listed in paragraph 3b(2)) will get first priority for the following houses, prior to the personnel listed in paragraphs 3b(4) and 3b(5).

(a) Addresses.

- Kirby Street—103, 108, 119, 123, 125, and 127.
- Wheeler—103, 105, 107, 117, 119, and 121.
- Wheeler/Totten Street (remaining homes).
- Mackenzie Street—1, 2, and 3.
- Taylor Street—103 and 104.
- Kirby Street (renovated).

(b) Personnel.

- Regimental CSMs (3).
- MSCoE Chief of Staff.
- Assistant Commandants (3).
- Commanders.
  - Garrison Commander.
  - 1st EN Brigade Commander.
  - 3d Chemical (CM) Brigade Commander.
  - 4th Maneuver Enhancement Brigade (MEB) Commander.
  - 14th MP Brigade Commander.
  - United States Marine Corps (USMC) Detachment Commander.
  - Medical Department Activity (MEDDAC) Commander.
  - Dental Activity (DENTAC) Commander.

(2) If the above personnel are not currently residing in one of the houses listed in paragraph 3b(1)(a), they will be given the opportunity to move into one of these homes if one becomes available after incoming personnel are housed in that category.

(3) No one will be required to move with the exception of filling designated housing in accordance with paragraph 3a.

(4) The following personnel will be offered the remaining houses on Kirby, Wheeler, Totten, Mackenzie, and Taylor Streets prior to the personnel listed in paragraph 3b(5).

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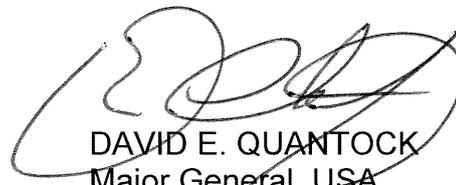
- Regimental Warrant Officers (2).
- Staff Judge Advocate.
- Post Chaplain.
- Director, Capability Development and Integration Directorate (CDID).
- G-3.

(5) Next priority will be all other colonels, lieutenant colonel commanders (to include the United States Air Force [USAF] and United States Navy [USN] Detachment Commanders), brigade CSMs, and then all other lieutenant colonels in that order.

b. Key and essential personnel are those personnel assigned to key and essential positions as established by the Commanding General. The duties of key and essential positions require the incumbents' immediate availability on the installation due to military necessity; therefore, they must reside in on-post housing. Personnel in key and essential positions will receive priority housing according to AR 420-1, Chapter 3, paragraph 3-19. Exception to reside off post must be submitted in writing through the Residential Communities Office and the Garrison Commander to the Commanding General for approval. The list of key and essential positions is provided at Enclosure 1.

4. SUPERSESSION. This policy supersedes CP 26-08, 17 June 2008, and is effective for 2 years from the published date or until it is published in a local publication, superseded, or revoked, whichever is soonest.

5. PROPONENT. The proponent for this policy is the Garrison Commander, 563-4004.



DAVID E. QUANTOCK  
Major General, USA  
Commanding

DISTRIBUTION:

All Schools, Brigades, Battalions,  
Companies, Detachments, Tenant Units,  
Directorates, and Personal Staff Offices

## KEY AND ESSENTIAL POSITIONS

Commanding General  
Commandant, CBRN School  
Commandant, EN School  
Commandant, MP School  
Chief of Staff, MSCoE  
CSM, MSCoE  
Assistant Commandant, CBRN School  
Assistant Commandant, EN School  
Assistant Commandant, MP School  
Commander, Garrison  
Commander, MEDDAC  
Commander, DENTAC  
Commander, 1st EN Brigade  
Commander, 3d CM Brigade  
Commander, 14th MP Brigade  
Commander, 4th MEB  
Commander, USAF Detachment  
Commander, USMC Detachment  
Commander, USN Detachment  
Director, CDID  
G-3  
Staff Judge Advocate  
Post Chaplain  
Deputy Commander, 4th MEB  
Battalion Commanders  
Chief Warrant Officer, EN Regimental  
Chief Warrant Officer, MP Regimental  
CSM, Garrison Command  
CSM, CBRN School  
CSM, EN School  
CSM, MP School  
CSM, 4th MEB  
CSM, MEDDAC  
CSM, 1st EN Brigade  
CSM, 3d CM Brigade  
CSM, 14th MP Brigade  
Commandant, Noncommissioned Officer Academy (NCOA)  
CMSGT, USAF Detachment  
SGT MAJ, USMC Detachment  
MCPO, USN Detachment