



DEPARTMENT OF THE ARMY
U.S. ARMY MANEUVER SUPPORT CENTER OF EXCELLENCE
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FORT LEONARD WOOD, MISSOURI 65473-8300

ATZT-CG

09 JUN 2014

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), 12 February 2008 with Rapid Action Revision (RAR) Issue Date: 24 August 2012.

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 designated key and essential personnel commensurate with grade, position, and family size.

3. Policy/Procedures.

a. The following addresses are designated for incumbents of special command 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	Maneuver Support Center of Excellence (MSCoE) Command Sergeant Major (CSM)
103 Kirby	MSCoE Chief of Staff
103 Wheeler	Garrison Commander

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

(1) Addresses:

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

(2) First Priority personnel:

- Garrison CSM.
- Commanders (CDRs).
 - 1st EN Brigade (BDE) CDR.
 - 3d Chemical (CM) BDE CDR.
 - 4th Maneuver Enhancement Brigade (MEB) CDR.
 - 14th MP BDE CDR.
 - United States Marine Corps (USMC) Detachment CDR.
 - Medical Department Activity (MEDDAC) CDR.
 - Dental Activity (DENTAC) CDR
- Assistant Commandants (3)
- Regimental CSMs (3).
- Director of Emergency Services.

c. The following personnel will be offered the remaining houses listed in paragraph 3b(1):

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

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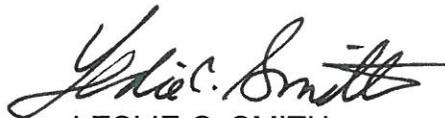
d. Next priority will be all other colonels and lieutenant colonel CDRs to include United States Air Force (USAF) and United States Navy (USN) Detachment CDRs, then all other lieutenant colonels in that order.

e. Per AR 420-1, paragraph 3-16i(1), key and essential personnel are those personnel assigned to key and essential positions as established by the Garrison Commander in coordination with the installation commander or senior mission commander. 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 in accordance with AR 420-1, Chapter 3, paragraph 3-16. Exceptions to reside off post must be submitted in writing through the Residential Communities Office (RCO), the Garrison Commander to the Commanding General for approval. The list of key and essential positions is provided at enclosure 1.

4. Supersession. This memorandum supersedes memorandum, HQ MSCoE, ATZT-CG, 10 May 2010, subject: Command Policy 20, Housing Assignment Policy for Key and Essential Personnel.

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

Encl



LESLIE C. SMITH
Major General, USA
Commanding

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Companies, Detachments, Tenant Units,
Directorates, and Personal Staff Offices

KEY AND ESSENTIAL POSITIONS

Commanding General
Commandant, Chemical, Biological, Radiological, and Nuclear (CBRN) School
Commandant, Engineer (EN) School
Commandant, Military Police (MP) School
Chief of Staff, Maneuver Support Center of Excellence (MSCoE)
Command Sergeant Major, MSCoE
Assistant Commandant, CBRN School
Assistant Commandant, EN School
Assistant Commandant, MP School
Commander, Garrison
Commander, 1st EN Brigade
Commander, 3d Chemical (CM) Brigade
Commander, 4th Maneuver Enhancement Brigade (MEB)
Commander, 14th MP Brigade
Commander, Dental Activity (DENTAC)
Commander, MEDDAC (Medical Department Activity)
Commander, United States Air Force (USAF) Detachment
Commander, United States Marine Corps (USMC) Detachment
Commander, United States Navy (USN) Detachment
Director, Capability Development and Integration Directorate (CDID)
Director of Emergency Services
G-3
Post Chaplain
Staff Judge Advocate
Deputy Commander, 4th MEB
Battalion Commanders
Regimental Warrant Officers
Command Sergeant Major, Garrison Command
Command Sergeant Major, CBRN School
Command Sergeant Major, EN School
Command Sergeant Major, 4th MEB
Command Sergeant Major, MP School
Command Sergeant Major, MEDDAC
Command Sergeant Major, 1st EN Brigade
Command Sergeant Major, 3d CM Brigade
Command Sergeant Major, 14th MP Brigade
Commandant, Noncommissioned Office Academy
Chief Master Sergeant, USAF Detachment
Sergeant Major, USMC Detachment
Master Chief Petty Officer, USN Detachment

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