DEPARTMENT OF THE ARMY
HEADQUARTERS, UNITED STATES ARMY FORCES COMMAND
1777 HARDEE AVENUE, SW
FORT MCPHERSON, GEORGIA 30330-1062

REPLY TO
ATTENTION OF

FORSCOM Policy Memo CG-02-06

AFEN-PP

15 October 2006
Expires 15 October 2008

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Single Enlisted Soldiers' Living Standards in the Barracks

1. REFERENCES.

a. Army Regulation (AR) 210-50, Installation Housing Management, 3 October 2005.

b. Army Regulation 420-90, Fire and Emergency Services, 10 September 1997.

c. Memorandum, Assistant Chief of Staff for Installation Management (ACSIM), 10 June 2005, subject: Housing Assignment Policy for Voluntarily Separated Persons (Geographic Bachelors).

d. Memorandum, Assistant Chief of Staff for Installation Management, DAIM-FDF, 9 March 2005, subject: Authorization for Staff Sergeants to Receive Basic Allowance for Housing (BAH) and Reside Off Post in the 50 United States (US).

2. PURPOSE. This memorandum outlines US Army Forces Command (FORSCOM) policy to ensure living standards and conditions are properly maintained in the barracks.

3. POLICY. Soldiers deserve to be treated with dignity and respect. They also deserve a clean, wholesome, healthy, and safe environment that fosters our Army values. Soldiers should have privacy and comfort, as well as predictable living standards, regardless of the installation of assignment. The chain of command has an inherent responsibility to make sure proper living conditions are maintained. This policy reinforces the importance of noncommissioned officers' (NCO) leadership in the daily care of subordinates, as well as all leaders' responsibility to know, clearly define, and reinforce single Soldiers' living standards.

a. Inspections. Mission commanders are responsible for single enlisted Soldiers' living conditions. They have full authority and responsibility to conduct health, welfare, and other billet inspections. Entry to rooms under appropriate circumstances to conduct inspections and searches is authorized. Enforcing stated standards, caring for Soldiers, and identifying shortfalls in maintenance, safety, or living standards are among the most important responsibilities of commanders and NCOs. The necessary inspections or "checks" made by the unit leadership can be accomplished in a balanced manner without harassing Soldiers. The frequency and times of "checks" should be determined by the condition of existing facilities and the demonstrated performance, behavior, and hygiene of each Soldier.

b. Property accountability. Proper care and use of government property is essential. Brigade commanders, and above, will develop and implement oversight management over Reports of Survey, Damage Statements, and Inventory Adjustment Reports. Army Regulation 735-5, Policies and Procedures for Property Accountability, prescribes the basic policies and procedures in accounting for Army property.

c. Substance abuse. Continued emphasis on reduction of tobacco and alcohol usage through education and individual responsibility is a critical health promotion mission enhancer. Department of Army (DA) Pamphlet 600-63-7, "Fit To Win – Anti-Tobacco Use," and DA Pamphlet 600-63-8 "Fit To Win – Substance Abuse Prevention," provide excellent guidance and information on these important health issues.

(1) Alcohol. There will be no blanket restriction on types or amounts of alcohol Soldiers may possess in the billets provided they are of legal age to consume and/or possess alcoholic beverages. Mission commanders may restrict individual Soldiers from possession of alcohol in the billets based on either alcohol or drug related incidents or rehabilitation requirements.

(2) Tobacco usage. Specific barracks spaces should be set aside to accommodate smokers. If a smoker and a non-smoker are housed together, the space will be a non-smoking room. In this case, smoking space will be designated outside 50 feet from doors and windows.

d. Visitation. Soldiers may have visitors of either gender. Any non-military visitor below the age the 18 years and not a member of the Soldier's immediate family (brother or sister) must be accompanied by a parent or legal guardian. When more than one Soldier resides in the room, rights of privacy take priority over visitation. Roommates must jointly agree to visitations prior to any visit and

rights of privacy are to be protected by all during visits. Mission commanders will establish uniform visiting hours for all subordinate units to allow daily private time. Cohabitation is strictly prohibited; there will be no overnight visits in barracks rooms.

e. Charge of quarters. Charge of quarters (CQ) is not mandatory, but encouraged. The authority for deciding policy on CQs rests with the chain of command. Mission commanders are responsible for living condition standards and will establish means by which billets are checked during after-duty time, regardless of whether CQ is used. Traditionally, NCOs have taken the lead in how their Soldiers are living. This policy does not change that historical tie between the NCO and those in his/her charge.

f. After-hour details. A duty roster, for routine and recurring details needed to provide and maintain clean, wholesome, healthy, and safe living standards and conditions throughout the billets area, will be maintained and will include all eligible Soldiers subject to duty. "Hey-You" details are to be avoided. Good planning will eliminate most needs for non-programmed duty. Mission commanders should take corrective action when these planning standards are not maintained.

g. Room standards. Soldiers will be allowed the flexibility to arrange and decorate their rooms consistent with cleanliness, safety, proper accountability, order, and discipline. Mission commanders are reminded of their authority and responsibility, in accordance with AR 600-20, paragraph 4-12, to prohibit the display of symbols, flags, posters, or other materials relating to extremist organizations or activities. Soldiers will not be required to maintain rooms in a standard configuration. For example, Soldiers will be allowed to have microwaves (in accordance with post regulations), telephones (as trunk lines are available), civilian blankets and bedcovers, and other features normally found in private housing. Soldiers may purchase, at their own expense, serviceable furniture to be used in lieu of government furniture, within reasonable restrictions necessary to ensure safety.

h. Linen management. Soldiers are responsible for purchasing their own bed linens. Personnel in trainee status are still authorized these items. Commanders are authorized to maintain a stock of linen for issue to personnel while in a transient status or at their discretion for extraordinary circumstances.

i. Automotive maintenance. The barracks is a Soldier's home. Unsightly activities outside the barracks are not conducive to a pleasant environment.

In addition there are environmental concerns when working with petroleum products. Other than activities such as fluid level checks, recharging/replacing a battery, replacing a tire, etc., vehicle maintenance will be performed at the auto craft shop.

j. Assignments. Billets will be assigned in accordance with the garrison commander's policy, AR 210-50 section VI, para 3-26 through 3-37, and Assistant Chief of Staff for Installation Management memorandum, 9 March 2005, subject: Authorization for Staff Sergeants to Receive Basic Allowance for Housing (BAH) and Reside Off Post in the 50 United States. Soldiers entitled to BAH at the "with dependent rate," who are separated from their family members, are not authorized assignment to permanent party Unmarried Personnel in Housing (UPH) in the continental United States, Hawaii and Alaska. This policy affects all permanent party UPH categories and all ranks.

k. Education and training. Each mission commander is responsible for ensuring that Soldiers and leaders clearly understand the intent and spirit of this policy. This policy reinforces the responsibility for leaders at each level to properly care for all Soldiers. It reinforces Army values. We, in the chain of command, must take an active role in knowing how our Soldiers live, both on and off post, and be responsible for their well-being. In summary, we must ensure each Soldier is treated with dignity and respect; provided clean, wholesome, healthy, and safe living conditions; and afforded privacy and consideration by other Soldiers. This policy reemphasizes the chain of command's role in supporting the mature, responsible, and accountable majority of our Soldiers, while recognizing the individual Soldier's responsibilities to each other.

4. IMPLEMENTATION. This policy is effective immediately and applies to all FORSCOM units.

5. COORDINATION. This policy has been coordinated with Headquarters, Installation Management Agency.

6. SUPERSESSION. This memorandum supersedes memorandum, FORSCOM, AFEN-PP, 15 October 2004, subject as above.

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Deputy Commanding General/
Chief of Staff

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