



REPLY TO
ATTENTION OF

DEPARTMENT OF THE ARMY
HEADQUARTERS, UNITED STATES ARMY GARRISON
FORT SILL, OKLAHOMA 73503-5000

IMSW-SIL-ZA

20 September 2006

MEMORANDUM FOR Housing Manager, Directorate of Public Works, Fort Sill, OK 735001

SUBJECT: Delegation of Authority to Issue Lodging Statements of Non-Availability (SNA) for all RC Soldiers assigned to Fort Sill, OK.

1. References.

a. Department of the Army Personnel Policy Guidance (PPG) for Contingency Operations in Support of GWOT, chapter 3, paragraph 3-3b(2)(a); and chapter 8, paragraph 8-3; 20 September 2006.

b. Joint Federal Travel Regulations (JFTR), Vol I, Uniformed Service Members, paragraphs U1045, U3500, and U4400, September 2006.

c. AR 210-50, Housing Management, chapter 3, October 2005.

2. All mobilized RC Soldiers assigned to Fort Sill, OK, will report to the Fort Sill Housing Office for assignment of quarters. The Housing Manager or his designee will assign quarters. If quarters are not available, the Housing Manager will issue a lodging SNA with a control number to the Soldier for a defined period of time, not to exceed the last day of the order.

3. This memo is effective 1 October 2006 until rescinded. All previously issued SNAs for RC Soldiers are valid until 30 September 2006. If necessary, a new SNA with a control number will be issued with an effective date of 1 October 2006 through the last day of the order. Also effective 1 Oct 06, the Housing Manager will provide a quarterly roll-up to the DGC of all SNAs issued, 5 days after the quarter ends. (Ex – 1 Oct 06 – 31 Dec 06 – SNA Roll-up time period, 5 Jan 06 SNA Roll-up due to DGC)

4. POC for this memorandum is MAJ Donna Abrokwa at 442-3135 or donna.mep.abrokwa@us.army.mil.


JOHN UBERTI
COL, FA
Commanding