MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Fort Sill Key & Essential Personnel, and Designated Housing List, GC Policy Memorandum 20-01


2. Purpose. This policy establishes the guidelines for key and essential, and all other personnel authorized priority on-post housing at Fort Sill. In accordance with AR 420-1, 3-14b (2), the Garrison Commander designates specific houses for use by personnel assigned to selected key and essential positions (see Enclosure). The designation of representational housing will be kept to an absolute minimum to ensure maximum housing equity for all Soldiers.

3. Policy.
   a. Key and Essential Personnel.
      
      (1) Key and essential personnel are incumbents of designated key and essential positions as established by the Garrison Commander in coordination with the Senior Commander. The duties of these positions require immediate availability on the installation due to military necessity beyond normal hours. For that reason, they must reside on-post. Key and essential personnel will receive the highest priority for on-post housing. Incumbents may find suitable off-post housing and retain their relative position on the appropriate waiting list if on-post housing is not available upon their arrival.

      (2) Key and essential personnel accompanied or unaccompanied are authorized to reside in on-post housing. This includes all U.S. military services as well as foreign liaison and instructor personnel. Key and essential personnel will be offered the first available, uncommitted house for grade and bedroom requirement upon arrival to Fort Sill.

      (3) The Commanding General's enlisted aide will receive priority equal to key and essential personnel. This person will be offered the first available, uncommitted house for grade and bedroom requirement in a housing area closest to the Old Post Quadrangle (OPQ).
b. Foreign Officers, both exchange and liaison for whom on-posting housing agreements between the United States Army (host government) and Parent government (sending country) are established will normally receive housing occupied by their predecessor. These homes will be reserved, and designated for follow-on liaison officers as required. In the event that there is no immediate follow-on liaison, reserved homes will be placed back into the inventory to be leased to the next person on the waitlist. All furniture or equipment that is in the home must be removed and stored by the officer prior to departing housing and will be at the parent government’s (sending country’s) expense. Foreign Officers will pay rent in the amount of the Basic Allowance for Housing (BAH) for USA grade equivalence. It must be paid monthly to Corvias; the Residential Communities Initiatives (RCI) private partner. Payments can be made by direct deposit, check, or money order. Direct deposit is the preferred method.

3. Point of contact for this memorandum is the Fort Sill Housing Office at (580) 442-3633.

4. This GC Policy memorandum supersedes GC Policy Memorandum, 18-12, Subject: Fort Sill Key & Essential Personnel, and Designated Housing List, 20 August 2018.

Encl

RHETT A. TAYLOR
COL, FA
Commanding

DISTRIBUTION:
Fort Sill Intranet
30th ADA BDE
31st ADA BDE
75th FA BDE
428th FA BDE
434th FA BDE
MEDDAC
DES
DHR
DPTMS
DPW
DFMWR
PAIO
RMO
Safety Office
Enclosure: Fort Sill Key & Essential Personnel, and Designated Housing

1. Designated Homes:
   a. Senior Commander/Commanding General, FCoE
   b. Deputy Commanding General, FCoE
   c. Commandant, Field Artillery School
   d. Commandant, Air Defense Artillery School
   e. Director, LRPF CFT, Army Futures Command
   f. Director, AMD CFT, Army Futures Command
   g. Chief of Staff, FCoE
   h. Command Sergeant Major, FCoE
   i. Commanding Officer, U.S. Marine Corps Artillery Detachment

2. Key and Essential Prioritization. The Command Slate List will be used when housing key and essential personnel:
   a. Brigade Commanders, Brigade Command Sergeant Majors, and the Senior Commander’s enlisted aide will be given first priority in accordance with established eligibility dates.
   b. Battalion Commanders and Battalion Command Sergeant Majors will be given second priority in accordance with established eligibility dates.
   c. Special staff officers with the rank of Colonel will be given third priority in accordance with established eligibility dates.
   d. Special staff officers with the rank of Lieutenant Colonel will be given forth priority in accordance with established eligibility dates.
   e. Foreign Liaison/Exchange Officers, see para 3, 3(b) of the memo.

3. Key and Essential Personnel:
   Garrison Commander
   Staff Judge Advocate
   Installation Chaplain
Enclosure: Fort Sill Key & Essential Personnel, and Designated Housing

Commander, 75th FA BDE
Commander, 428th FA BDE
Commander, 30th ADA BDE
Commander, 31st ADA BDE
Commander, 434th FA BDE
Commander, MEDDAC
Commander, DENTAC
FCoE CG’s Enlisted Aide
Garrison Command Sergeant Major
Sergeant Major, U.S. Marine Corps Artillery Detachment
Command Sergeant Major, Field Artillery School
Command Sergeant Major, Air Defense Artillery School
Command Sergeant Major, 75th FA BDE
Command Sergeant Major, 428th FA BDE
Command Sergeant Major, 30th ADA BDE
Command Sergeant Major, 31st ADA BDE
Command Sergeant Major, 434th FA BDE
Command Sergeant Major, MEDDAC
Commandant, NCOA
Commander, 1-19th FA BN
Commander, 1-22nd FA BN
Commander, 1-31st FA BN
Commander, 1-40th FA BN
Commander, 1-79th FA BN
Commander, 1-30th FA BN
Commander, 1-78th FA BN
Commander, 2-2nd FA BN
Commander, 2-6th ADA BN
Commander, 3-6th ADA BN
Commander, 5-5th ADA BN
Commander, 100th BSB BN
Commander, 2-18th FA BN
Commander, 3-13th FA BN
Commander, 1-14th FA BN
Commander, 2-4th FA BN
Commander, 2-20th FA BN
Commander, 3-2nd ADA BN
Commander, 4-3rd ADA BN
Commander, 4-60th ADA BN
Commander, 95th AG BN
Command Sergeant Major, 1-19th FA BN
Command Sergeant Major, 1-22nd FA BN
Command Sergeant Major, 1-31st FA BN
Command Sergeant Major, 1-40th FA BN
Command Sergeant Major, 1-79th FA BN
Command Sergeant Major, 1-30th FA BN
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Command Sergeant Major, 1-78th FA BN
Command Sergeant Major, 2-2nd FA BN
Command Sergeant Major, 2-6th ADA BN
Command Sergeant Major, 3-6th ADA BN
Command Sergeant Major, 5-5th ADA BN
Command Sergeant Major, 100th BSB BN
Command Sergeant Major, 2-18th FA BN
Command Sergeant Major, 3-13th FA BN
Command Sergeant Major, 1-14th FA BN
Command Sergeant Major, 2-4th FA BN
Command Sergeant Major, 2-20th FA BN
Command Sergeant Major, 3-2nd ADA BN
Command Sergeant Major, 4-3rd ADA BN
Command Sergeant Major, 4-60th ADA BN
Command Sergeant Major, 95th AG BN
Canadian Liaison Officer
Canadian Exchange Instructor
Japanese Liaison Officer
Netherlands Liaison Officer
British Exchange Officer
British Liaison Officer
Korean Liaison Officer
Australian Exchange Instructor
Enclosure: Fort Sill Key & Essential Personnel, and Designated Housing

German Liaison Officer
German Command Sergeant Major
Singapore Command Sergeant Major
French Liaison Officer
Italian Liaison Officer
Brazilian Liaison Officer