



DEPARTMENT OF THE ARMY
UNITED STATES ARMY INSTALLATION MANAGEMENT COMMAND
HEADQUARTERS, U.S. ARMY GARRISON-YONGSAN
UNIT #15333
APO AP 96205-5333

09 MAY 2017

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UNITED STATES ARMY GARRISON-YONGSAN (USAG-Y) POLICY LETTER # 50

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Army Family Housing Assignment Policy

1. **REFERENCE:** Army Regulation 420-1, Army Facilities Management, 12 February 2008 (Rapid Action Revision: 24 August 2012).
2. **PURPOSE:** To establish new policy, guidelines, and responsibilities to support the Yongsan Relocation Plan (YRP) and the Army Family Housing (AFH) divestiture plan. All other housing assignment policies contained in AR 420-1 and the Housing Division's Standard Operating Procedures (SOP) apply.
3. **APPLICABILITY:** Applies to all command-sponsored military, and, as applicable, civilian personnel (excluding contractors) assigned to Yongsan and Area II.
4. **DESIGNATION OF HOUSING AREAS:** The USAG-Yongsan Commander has the authority to make housing assignment and allocation decisions based upon the best interests of the Government. Due to the departure of 30% of our Command Sponsored families in 2017, the following reallocations of AFH assets are implemented:
 - a. Sergeants major (SGM) and command sergeants major (CSM) housing is designated within the 7100 area. To maximize occupancy, Master Sergeants/E8 and Sergeant First Class/E7 equivalent service members may also be assigned up to 98% occupancy.
 - b. Junior Enlisted Housing (E-6 and below) is designated in the 4600 area (Itaewon Acres) and 5500 area (Blackhawk Village). SSG and below will compete on the same basis as command sponsored Company and Field Grade families.
 - c. Company Grade, SFC and above, and Field Grade (O-4 and O5 personnel) housing is designated in the 7200 area (Eagle Grove), and Burke Towers, buildings 7170 and 7171.
 - d. Senior officer quarters (SOQ) designated housing is in single and duplex housing at various locations throughout South Post. The following units are former General

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Flag Officer Quarters (GFOQ) and are designated housing for 0-6 only: Qtrs 7041A, 7047 A&B, 7060B, 7068 A&B, 7069 A&B, and 7082A. To maximize occupancy, officers in the rank 0-5 may be assigned to Senior Officer Quarters up to 95% occupancy and based on their bedroom requirements and eligibility date.

5. **GENERAL RULE:**

a. All USAG-Yongsan members currently housed in AFH are considered adequately housed for the remainder of their tour once they have accepted a set of quarters. Members may be authorized a self move in their grade category due to an increase in family composition or promotion. **Note: Members must have at least 12 months remaining on station and moves will be at the member's expense, to include restoration of the occupied unit.**

b. In order to ensure maximum utilization of government assets, USAG-Yongsan has a mandatory assignment policy for both government-owned and government-leased Army Family Housing. If a service member declines an offer for adequate on-post quarters, he/she will not receive overseas housing allowance (OHA) until all quarters in his/her grade and bedroom category are filled.

c. If members decline any offer for on-post quarters, or during their occupancy of government quarters decide to move off-post, members will not be authorized to occupy government quarters for the remainder of the service member's tour.

6. **APPLICATION AND ASSIGNMENT POLICIES:** The following housing assignment priorities apply:

a. Priority 1. Key billet (KB) and key and essential (K&E) military and civilian personnel will be placed at the top of the waiting list, directly below the freeze zone.

b. Priority 2. Command-sponsored families based on rank, bedroom requirement, and eligibility.

7. **HOUSING WAITING LISTS:** Housing waiting lists will be established to accommodate the above policy. Individual members are placed on the waiting list for their grade category and bedroom requirement (one bedroom per child).

8. **ELIGIBILITY DATE:** All members will be placed on the housing waiting list in accordance with provisions of AR 420-1. Placement on the waiting list will be the date

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departed last permanent duty station unless the previous station was a dependent restricted tour. If a tie occurs based on rank, then date of rank applies.

9. ASSIGNMENT OF FAMILY CARE AND EMERGENCY CARE PROVIDERS:

Service members and Families who are registered Family Care Providers or Emergency Care Providers through the Army Community Services, will be eligible to be housed in family housing on Yongsan South Post. Rank designation will not be a factor in eligibility for on post housing.

10. DIVESTITURE OF SOUTH POST LEASED HOUSING: Assignments to Blackhawk Village and Itaewon Acres will cease effective 31 October 2017. The lease for these two neighborhoods will be terminated effective 30 December 2019. Exceptions to policy will only be considered/approved if the service member's DEROS is prior to 31 October 2019. Assignments to Eagle Grove will cease effective 31 October 2018. The lease for this neighborhood will be terminated effective 30 December 2020.

11. Point of contact is Chief, Housing Division at DSN 738-7531 or carol.l.jones16.civ@mail.mil.



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