



DEPARTMENT OF THE ARMY  
US ARMY INSTALLATION MANAGEMENT COMMAND  
HEADQUARTERS, US ARMY GARRISON YONGSAN - CASEY  
UNIT #15333  
APO AP 96205-5333

IMYN-ZA

16 JAN. 2019.

**UNITED STATES ARMY GARRISON YONGSAN - CASEY POLICY LETTER # 53**

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 - Casey Commander has the authority to make housing assignments and allocation decisions based upon the best interest of the Government.
  - a. Effective 10 October 2018, command-sponsored military personnel with pin point orders to USAG Yongsan will be directed to live off-post. On a case by case basis, personnel with a valid need/requirement to live on-post may submit an exception to policy (ETP) to the Garrison Commander. If approved, regardless of rank/grade, will be assigned to Burke Towers Housing.
  - b. General and Flag Officers will continue to use occupied General/Flag Officer Quarters (GFOQ) until base closure is complete.
5. General Rule. All USAG Yongsan - Casey 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.**

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6. Application and Assignment Policies. The following housing assignment priorities apply:

a. As a result of ongoing transformation and base closure efforts, all assignments to government owned – government operated (GOGO) Army Family Housing ceased on 10 October 2018. Inbound command sponsored personnel will be directed to live off-post.

b. ETPs will only be considered/approved if the Service Member's DEROS is prior to 30 December 2019 on a case by case basis.

7. Assignment of Family Care and Emergency Care Providers. Service Members and Family Members who are registered Family Care Providers or Emergency Care Providers through the Army Community Services, will be eligible to be housed in Burke Towers.

8. Senior Resident Coordinator Program. This program is established and monitored through the Housing Services Office (HSO). In order to maintain open lines of communication, standards of discipline, cleanliness and sanitation in family housing areas, the USAG Yongsan - Casey Support Activity housing chain of command is established as follows:

- a. Garrison Command
- b. Directorate of Public Works (Housing Division)
- c. Senior Resident Coordinator
- d. Sponsor

All coordinators will be appointed in writing by the Housing Office and carry out the duties and responsibilities outlined in **Command Policy #50, Appointment and Duties of Senior Resident Coordinators**.

11. Divestiture of South Post Leased Housing. Assignments to Blackhawk Village, Itaewon Acres and Eagle Grove ceased effective 30 November 2017. The lease for these three neighborhoods will be terminated effective 31 December 2019. All remaining families in these housing communities with a DEROS beyond this effective date will be relocated prior to 31 December 2019.

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9. Point of contact is the Chief, Housing Division at DSN 738-7531.

A handwritten signature in black ink, appearing to read "Monica P. Washington". The signature is fluid and cursive, with a large initial "M" and "W".

MONICA P. WASHINGTON  
COL, LG  
Commanding

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