



**DEPARTMENT OF THE ARMY**  
284TH BASE SUPPORT BATTALION  
UNIT 20911  
APO AE 09169-0001

AETV-GSN-EH

12 Nov 03

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Command Policy Letter 8, Army Family Housing and Family Child Care (FCC) Providers

1. References:

- a. Army Regulation 210-50, Housing Management, dated 26 February 1999.
- b. USAREUR Suppl 1 to AR 210-50, Housing Management, dated 16 May 2002.
- c. USAREUR Regulation 37-4, Providing Temporary Lodging Allowance in USEUCOM, dated 2 July 1998.
- d. 104<sup>th</sup> ASG Housing Management Standing Operating Procedure, dated 31 March 2003.
- e. USAREUR memorandum, subject: Army Family Housing and Family Child Care (FCC) Providers, dated 17 April 2000.

2. Purpose: To prescribe procedures for assignment of Army Family Housing (AFH) to soldiers with certified FCC provider spouses.

3. Applicability: Soldiers with spouses enrolled and certified FCC providers within the 284th Base Support Battalion (BSB) area of responsibility.

4. Distribution: A copy of this memorandum will be issued to all soldiers eligible for or residing in family housing with spouses enrolled or requesting to enroll in the BSB's FCC program.

5. Policies:

a. Soldiers on PCS/COT orders within USAREUR with certified FCC provider spouses, who meet all eligibility requirements IAW references above, may be included in the priority 1 category for assignment to AFH. Soldiers would continue to be assigned AFH based on their grade and bedroom requirements however, would be placed at the top of their respective waiting lists.

b. Based on a soldier's grade and bedroom requirement, a choice of three sets of quarters, at various locations may be offered if available, to ensure FCC providers are appropriately disbursed throughout housing areas to meet the need for FCC providers.

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c. With an exception to policy (ETP), a family may be authorized to relocate at their own expense to specified quarters, if the spouse is already enrolled and certified for a minimum of 6 months, and commit to the program for a minimum of 1 year following the assignment.

d. When available, and no waiting list exists, soldiers with FCC provider spouses may be assigned one additional bedroom above their authorized requirement.

e. In all cases, pertinent documentation regarding the individual's registration, certification and commitment to the FCC program will be maintained in the housing files.

6. Procedures:

a. Soldiers on PCS/COT orders within USAREUR with certified FCC provider spouses, who meet all eligibility requirements IAW references above, must provide pertinent documentation regarding the FCC program at time of in-processing and spouses must register in the local FCC program. Soldiers will then be added to the appropriate waiting list and offered AFH accordingly. Incoming PCS personnel may not receive extended TLA for specific quarters.

b. Soldiers with an approved ETP will be added to the appropriate waiting list. The approval date of the ETP will be the effective date, and AFH will be offered accordingly.

c. Soldiers authorized to relocate with an FCC exception to policy will move at their own expense. After a soldier signs for new quarters under the ETP, the soldier must clear the quarters to the required standards within 5 workdays.

7. Proponent: The proponent of this memorandum is the Chief, Housing Division, Directorate of Public Works, at 343-7508.



BART U. SHREVE  
LTC, SF  
Commanding

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