

APPENDIX K
DESIGNATED QUARTERS

1. Quarters will be designated as follows:

Staff Post 1*

Staff Post

Staff Post

Staff Post 4**

Staff Post 5

Staff Post 6** CG, 5A

Staff Post 7

Staff Post 8**

Staff Post

Staff Post 10**

Staff Post

Staff Post 12

Staff Post 13

Staff Post 14

Staff Post 15

416 Dickman CDR, USAG

*large quarters

**GO furnished

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2. Assignment of quarters on Staff Post will be to colonels and general officers.

3. The below listed 06 positions will go into vacant quarters on Staff Post after all general officers have been housed:

a. Category I positions are:

CDR, AMEDDC&S CENTER BRIGADE
CDR, 5TH RECRUITING BRIGADE
CDR, 120th
DCDR, BAMC
COFS, AMEDDC&S
COFS, 5TH ARMY
COFS, GREAT PLAINS REGIONAL MEDICAL
COMMAND

b. Category II positions can occupy Staff Post if qtrs are available.

ACFI, AMEDDC&S
DEAN, AMEDDC&S
CDR, DENCOM
CDR, VETCOM

c. Category III positions include all other 06's.

4. If reassigned to a position listed above, colonels may be moved from other senior officer quarters into Staff Post senior officer quarters (i.e., Artillery to Staff Post). Residents of Staff Post senior officer quarters will be subject to relocation if they are reassigned to a position that is not listed above, based upon the arrival date of the officer projected to fill position listed above. Category III colonels who are K&E would compete for available Staff Post quarters only, if none of Category I and II of the above listed positions were inbound. Compete date would be based upon date of arrival on the installation.

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APPENDIX L
PROCEDURES FOR EXCEPTION TO POLICY

1. Requests for an exception to housing policy will be prepared in memorandum format, and will be forwarded through sponsor's chain of command. Each level of command must make a specific recommendation on the request, stating why this soldier should go ahead of other soldiers on the waiting list.

a. Financial. Soldiers are grouped by grade category on the waiting list, and are therefore of similar monthly income. Most are experiencing some degree of financial difficulties, but are able to manage their money, and sacrifice to live within their means. In fairness to these soldiers, requests for exceptions based on financial difficulties will not be favorably considered.

b. Medical. Medical exceptions must be supported by a medical statement and an endorsement by the Exceptional Family Member Coordinator, if applicable. Medical statements must be from Brooke Army Medical Center (BAMC), and include a diagnosis, a prognosis, and a statement why immediate Government housing is required. The Deputy Commander, BAMC, will determine the validity of medical hardship cases. Accessibility to hospital or emergency services is not necessarily a requirement for immediate housing on FSH. If care is being provided by Wilford Hall, sponsor will be referred to Lackland for referral assistance near the air base. Approved exceptions will only move the soldier's name to the bottom of the freeze zone; only in extreme cases will soldier's be approved to go to the top of the waiting list.

2. Approval of an exception to policy does not constitute release from a lease or rental agreement. Before any exception is finalized, a letter from the landlord must be provided, stating the status of the obligation.

3. For further information contact the Family Housing Branch, 221-2341.

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APPENDIX M
PROCEDURES FOR RETENTION OF QUARTERS
WHILE SERVING ON A DEPENDENT-RESTRICTED TOUR

1. Three copies of the below listed documents must be provided to the Housing Branch:

a. Copy of orders. Orders must read "dependent-restricted" tour

b. Power of attorney for spouse that does not expire during absence.

c. Memorandum from the commander requesting family be allowed to stay in Government quarters until the termination of the dependent restricted tour. The commander becomes the primary sponsor for the dependents left behind, but can assign someone from the unit as secondary sponsor. The commander or his/her successor remains responsible throughout the stay of the family in quarters.

2. The designated sponsor must be of equal grade or a senior, living in Government quarters, and scheduled to be at FSH for the duration of the soldier's dependent restricted tour.

3. Extensions of tour do not mean automatic extension in quarters. A new request must be submitted.

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APPENDIX N
CONTRACT CLEANING

1. The Government will not be party to any contract or agreement entered into between the occupant and the cleaning contractor. The price for cleaning quarters will be established by the resident and the cleaning contractor selected. The housing office is not authorized to act as a mediator between the cleaning contractor and the resident. Contracts/agreements must be negotiated strictly between the resident and cleaning contractor.

2. The cleaning teams on housing's approved list have been briefed on FSH's standards for cleaning quarters. They will be evaluated by the housing division as follows: if cleaning team fails to clear 3 times on the first inspection within a 6-month period, they will be removed from the cleaning team list for a 6-month period. Cleaning teams will be allowed no more than 2 calendar days to clean. Clearances due on Saturday or Sunday will be scheduled for Monday morning.

3. The following procedures will be utilized by residents:

a. Soldiers will make arrangements to move household goods (self or mover) by contacting the transportation division. The soldier will make arrangements for a pre-inspection at the Family Housing Branch. Both of these offices are located in building 367. A packet consisting of a list of cleaning teams, and copies of a cleaning contract will be provided.

b. Soldier will be issued three copies of the contract for completion, and for signatures from the cleaning contractor, and the quarters' occupant. One copy will be given to the cleaning team, one copy will be hand carried to the Family Housing Branch with a money order made payable to the "Cleaning Contractor or U.S. Government." Money order will be given to the contractor when quarters are cleared.

c. A meeting between the resident and the cleaning contractor should take place to settle the agreement, and to observe the conditions of the quarters. The cleaning contractor will inspect the quarters, quote a price, and if accepted by the resident, a contract will be signed.

d. The soldier will report to the Family Housing Branch,

Building 367, with a money order in the correct amount, to make an appointment for the damage inventory inspection (DII) and the final inspection. The DII cannot be performed until after pick-up of household goods has occurred. The resident will meet with the cleaning team and the housing inspector to conduct the DII. If the soldier and family members choose to depart the installation after having passed the DII, the cleaning team resumes final inspection responsibilities. This is to be arranged solely between the resident and the contractor.

e. It is mandatory for the cleaning team to be present at the DII.

f. Soldier will be responsible to broom sweep the inside of the quarters after household goods are removed. All trash and items in the house must be removed prior to the DII. Grease, crayon marks, etc., must be cleaned off the walls to clear. If the walls are not cleaned of these markings, the contractor requires additional preparation expenses, which will be charged to the occupant prior to clearing. Grounds maintenance must be ready for inspection at the DII or be included in the contract.

g. NO PERSONAL CHECKS WILL BE ACCEPTED.

4. The U-Do-It store and the Post Office (Harris Heights and Watkins Terrace) must be cleared prior to the DII. Receipts are issued as proof of clearance. The inspector will stamp the clearance papers and issue termination orders, or give further instructions if damages are owed.

APPENDIX O
ALLOCATION OF FAMILY HOUSING UNITS

Special Instructions: Command sergeants major are to be integrated into field grade quarters of appropriate bedroom requirement. At least one senior NCO will be assigned into each Watkins Terrace cul-de-sac.

GRADES:	NUMBER OF UNITS AND BEDROOMS:		ADDRESS:			
GENERAL OFFICERS: 07, 08, 09		(8 EA)	Staff Post:	2, 3, 4, 6, 8, 9, 10, and 11		
SENIOR OFFICERS: 06	5-BEDROOM	(4 EA)	Artillery Post:	104 167	160	162
		(1 EA)	Dickman Road:	416		
	4-BEDROOM	(6 EA)	Dickman Road:	400 424	415 500	417 513
		(2 EA)	Graham Road:	450	454	
	3-BEDROOM	(7 EA)	Staff Post:	1, 5, 7, 12, 13, 14, and 15		
		(17 EA)	Artillery Post:	101 105 109 112 115 118	102 106 110 113 116 120	103 108 111 114 117
		(10 EA)	Dickman Road:	411 414 420 423	412 418 421	413 419 422
FIELD GRADES: 05, 04, CW4, CSM	5-BEDROOM	(11 EA)	Artillery Post:	164 168 175 178	165 169 176 179	166 174 177
	4-BEDROOM	(15 EA)	Gorgas Circle:	1003 1004 1005 1006		

GRADES:	NUMBER OF UNITS AND BEDROOMS:		ADDRESS:			
				1007	1008	
				1009	1010	
				1011	1012	
				1013	1014	
				1015	1016	
				1017		
		(6 EA)	Infantry Post:	627	629	631
				633	635	637
	3-BEDROOM	(6 EA)	Artillery Post:	170	173	180
				181	182	183
		(9 EA)	Dickman Road:	401	402	403
				404	405	406
				408	409	410
		(43 EA)	Graham Road:	425	426	428
				429	430	431
				432	433	434
				435	436	437
				438	439	440
				441	442	443
				444	445	446
				447	448	449
				451	455	456
				457	458	459
				460	461	462
				463	464	465
				468	469	566
				567	568	569
				570		
		(50 EA)	Wheaton Road:	470	471	472
				473	474	475
				476	477	478
				479	480	481
				482	483	484
				485	486	487
				488	489	490
				491	492	494
				515	516	517
				518	519	520
				521	522	523
				524	525	526
				527	530	531
				532	533	534
				535	536	537

GRADES:	NUMBER OF UNITS AND BEDROOMS:	ADDRESS:			
			538 541	539 542	540
		(1 EA) Camp Bullis	6201		
COMPANY GRADES: O3, O2, O1, W3, W2, W1	4-BEDROOM	(22 EA) Infantry Post:	619 623 661A 663A 665A 667A 669A 671A 673A 675A 677A	621 625 661B 663B 665B 667B 669B 671B 673B 675B 677B	
		(1 EA) Birkhead:	108		
	3-BEDROOM	(30 EA) Birkhead:	101 116 127 136 145 155 165 171 181 192	112 119 131 139 149 160 166 177 186 193	113 120 135 141 154 161 170 180 187 196
		(20 EA) Graham Road:	544 547 550 553 558 561 564	545 548 551 554 559 562 565	546 549 552 555 560 563
		(1 EA) Artillery Post:	184		
	2-BEDROOM	(8 EA) Artillery Post:	121A 121C 172A 172C	121B 121D 172B 172D	
		(1 EA) Stanley Road:	2278		

GRADES:	NUMBER OF UNITS AND BEDROOMS:		ADDRESS:			
		(6 EA)	Hancock Road:	2279	2280	
				2281	2282	
				2283	2284	
		(4 EA)	Forage Road:	1009	1011	
				1111	1113	
SENIOR NCO: E9, E8, E7	4-BEDROOM	(35 EA)	Infantry Post:	662A	662B	
				664A	664B	
				666A	666B	
				668A	668B	
				670A	670B	
				672A	672B	
				674A	674B	
				676A	676B	
				678A	678B	
				679A	679B	
				680A	680B	
				681A	681B	
				682A	682B	
				683A	683B	
				684A	684B	
				632	634	
				636	638	
				640		
SENIOR NCO: E9, E8, E7	4-BEDROOM	(1 EA)	Bondsteel Circle:	6072A		
		(1 EA)	Buckner Court:	5919B		
		(1 EA)	Farr Circle:	6585A		
		(1 EA)	Kimbro Circle:	6325A		
		(1 EA)	Ashby Circle:	4925A		
		(1 EA)	Barkley Circle:	5272B		
		(1 EA)	Burge Circle:	5701B		
	3-BEDROOM	(72 EA)	Chaffee Road:	750	751	752
				753	754	755
				756	757	758
				759	760	761
				762	763	764
				765	766	767
				768	769	770

GRADES:	NUMBER OF UNITS AND BEDROOMS:	ADDRESS:			
			771 774 777 780 783 837 840 843 846 849 852 855 858 861 864 867 870	772 775 778 781 784 838 841 844 847 850 853 856 859 862 865 868 871	773 776 779 782 785 839 842 845 848 851 854 857 860 863 866 869 872
	(54 EA)	Patch Road:	700 703 706 709 712 715 718 721 724 727 730 733 808 811 814 817 820 823	701 704 707 710 713 716 719 722 725 728 731 734 809 812 815 818 821 824	702 705 708 711 714 717 720 723 726 729 732 735 810 813 816 819 822 825
1	(6 EA)	Infantry Post:	618 628	620 630	622 642
	(1 EA)	Calugas Court:	6424A		
	(1 EA)	Decker Circle:	6155A		
	(1 EA)	Meeks Circle:	6797A		
	(1 EA)	Odom Circle:	6949B		

GRADES:	NUMBER OF UNITS AND BEDROOMS:		ADDRESS:			
		(1 EA)	Vidales Circle:	6848A		
		(1 EA)	Dean Circle:	5573B		
		(1 EA)	Gardner Circle:	4872A		
		(1 EA)	Johnston Circle:	5460A		
		(1 EA)	Rodriguez Circle:	5101A		
JUNIOR ENLISTED: E6-E1	4-BEDROOM	(2 EA)	Birkhead:	326	341	
		(2 EA)	Forage:	1110 1311		
		(19 EA)	Foulois Road:	102 128 140 202 218 237 334	109 131 143 210 227 306	123 132 158 215 236 318
		(4 EA)	Hardee Road:	233 273	235	257
		(2 EA)	Lang:	119	234	
		(7 EA)	Bondsteel Circle:	6000B 6012B 6036B 6048A 6048B 6060B 6084B		
		(11 EA)	Buckner Court:	5901A 5907B 5913A 5913B 5925A 5931B 5343B 5943A 5955A 5961A 5967A		
		(5 EA)	Calugas Court:	6400B 6412B 6436A 6448B 6460B		
		(10 EA)	Decker Circle:	6101B 6107B 6113B 6119B 6125A 6137A 6137B 6143B 6149B 6155A		

GRADES:	NUMBER OF UNITS AND BEDROOMS:		ADDRESS:			
		(7 EA)	Farr Circle:	6501A	6513B	
				6525A	6549B	
				6561A	6561B	
				6573B		
		(6 EA)	Kimbro Circle:	6301B	6313B	
				6337A	6337B	
				6349B	6373A	
		(9 EA)	Meeks Circle:	6701B	6713B	
				6725B	6737A	
				6749A	6749B	
				6773A	6785A	
				6797B		
		(6 EA)	Odom Circle:	6901B	6913A	
				6925A	6937B	
				6961A	6961B	
		(10 EA)	Vidales Circle:	6800B	6812A	
				6812B	6824B	
				6836B	6848B	
				6860B	6872B	
				6884A	6896A	
		(4 EA)	Ashby Circle:	4937B	4925BH	
				4913B	4901B	
		(8 EA)	Barkley Circle:	5296B	5284B	
				5260A	5248AH	
				5248B	5236B	
				5224B	5200B	
		(7 EA)	Burge Circle:	5713B	5725B	
				5737A	5737B	
				5749B	5761A	
				5773A		
		(7 EA)	Dean Circle:	5501B	5513B	
				525B	5537A	
				5549B	5561B	
				5573A		
		(6 EA)	Gardner Circle:	4872B	4860B	
				4848B	4824B	
				4812B	4800B	
		(6 EA)	Johnston Circle:	5460B	5436B	
				5424A	5412B	

GRADES:	NUMBER OF UNITS AND BEDROOMS:	ADDRESS:			
			5400A 5400BH		
	(9 EA)	Rodriguez Circle:	5101B 5113A 5125B 5137A 5149B 5173A 5185B 5197B 5197AH		
	3-BEDROOM	(13 EA) Birkhead:	206 217 229 317 331	208 220 235 327	211 226 313 330
	(9 EA)	Forage Road:	1107 1109 1115 1117 1204 1208 1209 1217 1218		
	(19 EA)	Foulois Road:	101 114 139 211 221 231 327	105 117 153 213 224 235	112 119 157 219 226 323
	(4 EA)	Hardee Road:	121 261	127	259
	(8 EA)	Ingram:	126 137 155	128 143 157	135 145
	(9 EA)	Lang:	104 147 217	133 151 251	137 213 255
	(5 EA)	Chaffee Road:	873 879	875 881	877
	(9 EA)	Patch Road:	826 829 832	827 830 833	828 831 834
	(8 EA)	Bondsteel Circle:	6000A 6012B 6024A 6024B 6036A 6060A		

GRADES:	NUMBER OF UNITS AND BEDROOMS:	ADDRESS:			
				6072A	6084A
	(12 EA)	Buckner Court:	5901B	5907A	5919A 5925B 5931A 5937A 5937B 5943A 5949B 5955B 5961B 5967B
	(6 EA)	Calugas Court:	6400A	6412A	6424B 6436B 6448A 6460A
	(9 EA)	Decker Circle:	6101A	6107A	6113A 6119A 6125B 6131A 6131B 6143A 6149A
	(8 EA)	Farr Circle:	6501B	6513A	6525B 6737A 6537B 6549A 6573A 6585B
	(7 EA)	Kimbro Circle:	6301A	6313A	6325B 6349A 6361A 6361B 6373B
	(8 EA)	Meeks Circle:	6701A	6713A	6725A 6737B 6761A 6761B 6733B 6785B
	(5 EA)	Odom Circle:	6901A	6913B	6925B 6937A 6949A
	(7 EA)	Vidales Circle:	6800A	6824A	6836A 6860A 6872A 6884B 6896B
	(5 EA)	Ashby Circle:	4901A	4913A	4937A 4949B 4949AH
	(9 EA)	Barkley Circle:	5296A	5284A	5272A 5260B 5236B 5224A

GRADES:	NUMBER OF UNITS AND BEDROOMS:	ADDRESS:			
				5212B 5212AH 5200A	
	(6 EA)	Burge Circle:		5701A 5713A 5725A 5749A 5761B 5773B	
	(6 EA)	Dean Circle:		5501A 5513A 5525A 5537B 5549A 5561A	
	(7 EA)	Gardner Circle:		4860A 4848A 4836B 4836AH 4824A 4812A 4800A	
	(5 EA)	Johnston Circle:		5412A 5424B 5436A 5448BH 5448A	
	(8 EA)	Rodriguez Circle:		5185A 5173B 5161B 5161AH 5149A 5137B 5125A 5113B	
	(3 EA)	Camp Bullis:		6202 6203 6204	
	2-BEDROOM	(17 EA)	Birkhead:	308 309 310 311 314 316 318 319 320 322 323 324 333 335 337 351 353	
		(35 EA)	Foulois Road:	108 110 116 118 122 124 125 129 135 164 168 170 172 201 205 206 207 208 209 214 216 223 225 228 230 307 311 314 316 326 330 331 335 340 342	
		(22 EA)	Hardee Road:	107 113 117	

GRADES:	NUMBER OF UNITS AND BEDROOMS:	ADDRESS:			
			119 135 207 219 227 263 269	129 139 211 223 245 265	131 203 215 225 249 267
	(24 EA)	Ingram:	103 109 121 131 134 141 147 150	105 119 122 132 136 144 148 151	107 120 130 133 139 146 149 153
	(32 EA)	Lang:	111 130 140 218 225 229 235 239 242 247 264	115 134 144 221 227 230 237 240 243 248 266	126 136 214 224 228 232 238 241 246 250
	(4 EA)	Forage Road:	1114 1303	1116 1305	
	(3 EA)	Artillery Post:	2018A 2019	2018B	
	(6 EA)	Patch Road:	1001 1004 1006	1003 1005 1007	
r	(8 EA)	Scott Road:	1004 1008 1012 1016	1006 1010 1014	

The proponent of this supplement is the Directorate of Public Works. Users are invited to send comments and suggested improvements on DA Form 2028 (Recommended Changes to Publications and Blank Forms) to the Commander, U.S. Army Medical Department Center and School and Fort Sam Houston, ATTN: MCGA-DPW-H, Fort Sam Houston, Texas 78234-5007.

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