

DEPARTMENT OF THE ARMY
HEADQUARTERS, FIFTH U.S. ARMY AND FORT SAM HOUSTON
Fort Sam Houston, Texas 78234

FSH Regulation
No. 420-2

1 October 1992

Facilities Engineering
POLICE AND MAINTENANCE OF GROUNDS

Issue of supplements to this regulation by subordinate commanders is prohibited unless specifically approved by Headquarters, Fifth U.S. Army and Fort Sam Houston.

1. PURPOSE. To outline and assign areas of responsibility for the police, maintenance, and the use of grounds on Fort Sam Houston.
2. SCOPE. This regulation is applicable to:
 - a. All areas within the boundaries of the Fort Sam Houston (FSH) Reservation to include areas outside boundary fences to the road line where applicable. Areas of responsibility are designated at Annex A.
 - b. All units, activities, and personnel stationed or occupying government quarters on the Fort Sam Houston Reservation.
3. REFERENCES.
 - a. AR 420-10, Management of Installation, Directorate of Engineering and Housing.
 - b. AR 420-22, Preventive Maintenance and Self-Help Programs.
 - c. AR 420-74, Natural Resources: Land, Forest and Wildlife Management.
 - d. FSH Regulation 210-2, Utilization and Maintenance of Military Family Housing.
 - e. FSH Regulation 350-2, Camp Bullis Training Range Regulation.
 - f. AR 385-10, Army Safety Program.
 - g. AR 385-32, Protective Clothing and Equipment.

*This regulation supersedes FSH Reg 420-2, 6 May 80.

4. EXPLANATION OF TERMS.

- a. Quarters. On post dependent housing.
- b. Quarters area. On post dependent housing areas.
- c. Resident. Individual, unit, and/or activity assigned a set of quarters, building, facility, or area.
- d. Open area. Areas which may be improved, unimproved, or unoccupied and include training areas, recreational areas, areas set aside for return to natural vegetation, athletic fields, parking lots, roadways, and fence and boundary lines.

5. RESPONSIBILITIES.

a. The Commander of Fort Sam Houston is responsible for the overall supervision of post police and maintenance of grounds, coordination of effort, and enforcement of this regulation, to include the designation of areas of responsibility.

b. Commander, Headquarters Command is responsible for staff coordination and execution of the police and self-help grounds maintenance program, to include dependent housing areas.

c. The Director of Personnel and Community Activities (DPCA), FSH, is responsible for supervision of the police and grounds maintenance program in the bachelor officers' quarters and all Morale, Welfare and Recreation (MWR) activities, distinguished visitors quarters, senior bachelor non commissioned officer (NCO) quarters and guest houses.

d. The Commander, Activity Chief, or Director who has been designated an area or areas of responsibility for grass cutting and area policing will:

(1) Make periodic inspections, including weekends and holidays, to ensure adequate police at all times.

(2) Bring the contents of the regulation to the attention of all military, civilian, and contract personnel.

(3) Appoint a facilities manager to serve as his point of contact for execution of these responsibilities.

e. All residents assigned a building, set of quarters, or an area are responsible for compliance with the provisions of this regulation. This responsibility includes general policing, grass cutting, and inspection of all buildings, roads, and areas adjacent thereto. Special attention will be given to final police upon evacuation of a building or an area.

f. Residents of government family quarters are responsible for compliance with paragraph 16, FSH Regulation 210-2, which outlines and assigns areas of responsibility and sets standards for policing, maintenance, and usage of grounds in military housing, FSH.

6. POLICIES. A high state of police must be maintained on Fort Sam Houston.

a. Littering: It is unlawful for any individual, unit or activity to:

(1) Dump, leave, throw, or deposit trash, bottles, cans, or other garbage except in authorized receptacles.

(2) Throw lighted cigarettes, cigars, pipe tobacco, or other burning substances, except in authorized receptacles.

(3) Drive or move any loaded vehicle unless such vehicle is so constructed or loaded as to prevent debris from escaping.

b. Parking: Vehicles, military and civilian will not park on grass or lawn areas except to load and/or off-load equipment required to accomplish the immediate mission. The vehicle will be unloaded and moved to an authorized parking location, immediately.

c. Grounds Policing: Policing of grounds from the exterior of the building or facility to the street line is the responsibility of the resident or assigned user. Resident responsibility may be extended to conform to the existing terrain and or location of adjacent facilities. Policing of the grounds also includes trimmings of hedges, edging of sidewalks, and curbs and ensuring all trash receptacles are emptied and cleaned as often as needed. Policing of areas outside the installation boundary fence to the road shoulder is the responsibility of Headquarters, U.S. Army Garrison (post police detail).

(1) Units and activities are responsible for all outside areas around assigned buildings and work areas extending to the middle of any roadway, fronting or siding, said buildings or work areas. In those areas divided or bordered by a fence, the unit or activity will police up to and including their side of the fence.

(2) Quarters residents will comply with this regulation and the provisions of paragraph 16, FSH Regulation 210-2, specified in paragraph 5f.

(3) The policing of training areas and areas use for recreational purposes, such as sports, contests and picnics, will be performed by the using unit, activity, or group at the conclusion of the activity or at the end of each day when the area is being used for more than one day.

d. Tree Removal: The Directorate of Engineering and Housing (DEH) is responsible for all tree removal and wood product disposal at Fort Sam Houston, Camp Bullis, and Canyon Lake Recreation Area. Excess wood products, including firewood, will be sold at the fair market value with all proceeds being deposited in Forestry Reserve Account, 21X5285, 10 US 2662, et seq.

- Procedure to obtain/purchase wood products will be as follows:

(a) Environmental Management Office (EMO), DEH, will make the determination when excess wood products are available. Availability will be announced in the Fort Sam Houston Bulletin.

(b) On Fort Sam Houston, persons wishing to purchase wood products will obtain approval from EMO after coordination with the grounds maintenance section. A permit to obtain the material will then be issued. EMO's telephone number is 221-4930/4842.

(c) On Camp Bullis, the permit will be issued by the resident EMO staff member, after coordination with the Operations Section, Camp Bullis. A permit to obtain the material will then be issued. Range Conservation/Wildlife Biology telephone number is 221-7606.

(d) Firewood collection by individuals will be for their personnel use and not for resale. Collection will be the responsibility of individuals at no expense or liability to the government.

e. Grass Cutting.

(1) Grass cutting is defined as the cutting, trimming, edging and removal of waste material from assigned area(s).

(2) Units and activities are responsible for all outside areas around assigned buildings and work areas, as indicated in Annex B. (Note: Those units and activities whose buildings face or ends face Stanley Road are responsible for the island(s) between the parking lot and Stanley across the road from their unit or activity).

(3) Grass will be cut every 10 days or as often as needed to maintain a high standard of appearance.

(4) Residents of government quarters will comply with this regulation and the provisions of paragraph 16, FSH Regulation 210-2, as specified in paragraph 5f.

(5) Native wildflowers will only be mowed during the period of mid-July to the end of September.

f. Pools and Stagnant Water: Occupants and residents will pay attention to the elimination of mosquito and fly breeding places. Pools or stagnant water will be reported to the Directorate of Engineering and Housing (AFZG-DE-OM), 221-5257, as soon as possible after detection. All types of refuse will be kept in tightly closed and well cleaned containers. Occupants and residents may use approved insecticide issued by the DEH.

7. PROCEDURES.

a. Authority for use, inspection, and clearance of bivouac areas at Fort Sam Houston and Camp Bullis Training Site will be obtained as follows:

(1) Units under jurisdiction of Army Medical Department Center & School (AMEDD C&S) occupying areas at Fort Sam Houston and Camp Bullis that are assigned to AMEDD C&S: Commandant, AMEDD C&S.

(2) All other units occupying bivouac areas at Fort Sam Houston: Directorate of Plans, Training and Security, Fort Sam Houston.

(3) All other units occupying bivouac areas at Camp Bullis: Reserve/ARNG units, to Directorate of Plans, Training, Mobilization and Security (DPTMSEC) in accordance with (IAW) and as authorized in FSH Regulation 350-2.

b. The using unit is responsible for the daily policing of bivouac areas.

c. Commanders and activity chiefs responsible for policing of parade grounds as designated in Annex A are responsible for controlling their use, with the exception of Artillery Post, Cavalry Post and MacArthur Field which will be scheduled by Directorate of Plans, Training and Security.

d. Using units will rotate training site as necessary within assigned areas to avoid creating bare areas.

e. Light vehicles, such as ambulances and jeeps, may be used in conjunction with parade ceremonies when the parade ground is sufficiently dry to prevent damage.

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f. Quarters resident requests for issue and turn-in of landscape maintenance equipment will be IAW paragraph 14c, FSH Regulation 210-2, which outline ground care equipment available through Self-Help Issue Point (SHIP), building 4195, 221-4662/3169.

g. Unit and Activity requests for grounds maintenance equipment will be submitted to the DEH, Roads and Grounds Section, building 3882.

h. Safety: Safety and the wearing of proper safety clothing is IAW AR 385-10 and AR 385-32.

The proponent of this regulation is the Directorate of Engineering and Housing. Users are invited to send comments and suggested improvements on DA Form 2028 (Recommended Changes to Publications and Blank Forms) to the Commander, Fifth U.S. Army and Fort Sam Houston, ATTN: AFZG-DE-OM, Fort Sam Houston, Texas 78234-5000.

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