



DEPARTMENT OF THE ARMY
US ARMY INSTALLATION MANAGEMENT COMMAND
HEADQUARTERS, UNITED STATES ARMY GARRISON, FORT JACKSON
2400 JACKSON BOULEVARD
FORT JACKSON, SC 29207

IMFJ-ZA

28 January 2016

MEMORANDUM FOR

Commanders, All Units Reporting Directly to This Headquarters
Commanders, Fort Jackson Partners in Excellence
Directors and Chiefs, Staff Offices/Departments, This Headquarters

SUBJECT: Key and Essential Military Positions for On-Post Housing Policy
Memorandum

1. REFERENCE: Fort Jackson RCI Project Community Development Management, 24 Jul 08.
2. PURPOSE: To provide guidance to all Commands and Balfour Beatty Communities (BBC) and identify key and essential (K&E) military positions and/or designated on-post housing.
3. APPLICABILITY: This policy is applicable to all identified K&E military personnel assigned to Fort Jackson. Approved K&E personnel of the incoming unit will receive priority consideration for on-post housing assignments. Drill Sergeants and Advanced Initial Training Platoon Sergeants are required to reside in new housing if available at the time of arrival. However, they will not displace personnel on the waiting list who have received a firm commitment for housing assignment. At the Garrison Commander's discretion, Family housing units may be held vacant for a period not to exceed 30 days pending the arrival of designated K&E personnel. BBC is to ensure the minimum time between assumption of K&E duties and housing occupancy is achieved.
4. POLICY: The duties of K&E positions require the Soldier's immediate availability on the installation due to military necessity. Therefore, they must reside in on-post housing. The designation of K&E positions will be kept to an absolute minimum to ensure maximum housing equity for all Soldiers.
5. The following positions are identified as K&E for designated on-post housing:

Senior Commander – 111 Pershing Road
Commanding General, Soldier Support Institute (SSI) – 107 Pershing Road
Garrison Commander – 205 Victory Landing
CSM, Post – 115 Pershing Road

IMFJ-ZA

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Memorandum

6. The following positions are identified as K&E:

- Deputy Commanding Officer
- Chief of Staff
- Deputy Commander, SSI
- CSM, SSI
- CSM, Garrison Command
- Commandant, Drill Sergeant School
- Cdr & CSM, 165th IN Bde
- Cdr & CSM, 171st IN Bde
- Cdr & CSM, 193rd IN Bde
- Cdr & CSM, MEDDAC
- Installation Chaplain
- Director, Emergency Services & Provost Marshal
- Cdr & CSM, 1-13th IN Bn
- Cdr & CSM, 2-13th IN Bn
- Cdr & CSM, 3-13th IN Bn
- Cdr & CSM, 1-61st IN Bn
- Cdr & CSM, 2-60th IN Bn
- Cdr & CSM, 3-60th IN Bn
- Cdr & CSM, 1-34th IN Bn
- Cdr & CSM, 3-34th IN Bn
- Cdr & CSM, 2-39th IN Bn
- Cdr & CSM, 3-39th IN Bn
- Cdr & CSM, Special Troops Battalion
- Cdr & CSM, 120th AG Bn
- Cdr & CSM, 369th AG Bn
- Drill Sergeants
- Advanced Individual Training Platoon Sergeants
- Wounded Warriors
- Commanding General Enlisted Aide

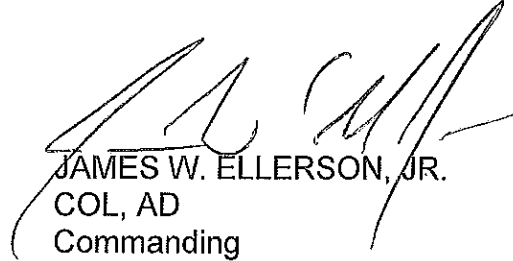
7. To ensure housing is available for incoming personnel, Battalion Commanders and Command Sergeants Major and above are required to terminate their on-post housing ten days prior to their change of command/change of responsibility.

8. All K&E personnel requesting to live off-post must submit a written request for an exception to policy through their chain of command to the Garrison Commander. K&E personnel approved to reside off the installation are encouraged to reside as close to Fort Jackson as possible.

IMFJ-ZA

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9. PROPONENT. The Directorate of Public Works, Housing Division, is the proponent for this policy. The point of contact is the Housing Chief who can be reached at (803) 751-9343.



JAMES W. ELLERSON, JR.
COL, AD
Commanding