



DEPARTMENT OF THE ARMY
US ARMY INSTALLATION MANAGEMENT COMMAND
HEADQUARTERS, UNITED STATES ARMY GARRISON HOHENFELS
UNIT 28216
APO AE 09173

IMEU-HHF-ZA

22 September 2010

MEMORANDUM FOR Tenants of USAG Hohenfels Family, Leased and Private Rental Housing

SUBJECT: Change #1 of the USAG Hohenfels Family Housing SOP

Change #1, USAG Hohenfels Family Housing SOP dated 28 April 2010, page 20, paragraph 5-7, below. This change is effective immediately and will remain in effect indefinitely.

Change from:

5-7. Military Quarters and Dependent Absences.

Sponsor may be allowed to maintain assignment to government quarters during extended absences of sponsored dependants, situation dependant. Sponsors must request approval through the Chief of Housing to the Garrison Commander for retention of quarters if Family members are expected to be away from their quarters for more than 90 consecutive days even if the sponsor remains in the quarters. Each instance will be handled on a case by case basis. Failure to properly request approval to maintain quarters may result in adverse administrative action and termination of command sponsorship.

Change to:

5-7. Military Quarters and Dependent Absences.

Sponsor may be allowed to maintain assignment to government quarters during extended absences of sponsored dependants, situation dependant. Sponsors must request approval, *in writing*, through the Chief of Housing to the Garrison Commander for retention of quarters if Family members are expected to be away from their quarters for more than 30 consecutive days even if the sponsor remains in the quarters. Each instance will be handled on a case by case basis. Failure to properly request approval to maintain quarters may result in adverse administrative action and termination of command sponsorship.

Point of contact for this SOP change is the undersigned at DSN: 466-1500, Com: 09472831500.


KEVIN J. QUARLES
LTC, IN
Commanding