



**DEPARTMENT OF THE ARMY**  
**US ARMY INSTALLATION MANAGEMENT COMMAND**  
**HEADQUARTERS, UNITED STATES ARMY GARRISON, FORT SILL**  
**462 HAMILTON ROAD, SUITE 120**  
**FORT SILL, OKLAHOMA 73503**

IMSI-ZA

16 September 2020

**MEMORANDUM FOR SEE DISTRIBUTION**

**SUBJECT: Fort Sill Key & Essential Personnel, and Designated Housing List, GC Policy Memorandum 20-01**

1. Reference Army Regulation (AR) 420-1 (Army Facilities Management), 24 August 2012.
2. Purpose. This policy establishes the guidelines for key and essential, and all other personnel authorized priority on-post housing at Fort Sill. In accordance with AR 420-1, 3-14b (2), the Garrison Commander designates specific houses for use by personnel assigned to selected key and essential positions (see Enclosure). The designation of representational housing will be kept to an absolute minimum to ensure maximum housing equity for all Soldiers.
3. Policy.
  - a. Key and Essential Personnel.
    - (1) Key and essential personnel are incumbents of designated key and essential positions as established by the Garrison Commander in coordination with the Senior Commander. The duties of these positions require immediate availability on the installation due to military necessity beyond normal hours. For that reason, they must reside on-post. Key and essential personnel will receive the highest priority for on-post housing. Incumbents may find suitable off-post housing and retain their relative position on the appropriate waiting list if on-post housing is not available upon their arrival.
    - (2) Key and essential personnel accompanied or unaccompanied are authorized to reside in on-post housing. This includes all U.S. military services as well as foreign liaison and instructor personnel. Key and essential personnel will be offered the first available, uncommitted house for grade and bedroom requirement upon arrival to Fort Sill.
    - (3) The Commanding General's enlisted aide will receive priority equal to key and essential personnel. This person will be offered the first available, uncommitted house for grade and bedroom requirement in a housing area closest to the Old Post Quadrangle (OPQ).

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b. Foreign Officers, both exchange and liaison for whom on-posting housing agreements between the United States Army (host government) and Parent government (sending country) are established will normally receive housing occupied by their predecessor. These homes will be reserved, and designated for follow-on liaison officers as required. In the event that there is no immediate follow-on liaison, reserved homes will be placed back into the inventory to be leased to the next person on the waitlist. All furniture or equipment that is in the home must be removed and stored by the officer prior to departing housing and will be at the parent government's (sending country's) expense. Foreign Officers will pay rent in the amount of the Basic Allowance for Housing (BAH) for USA grade equivalence. It must be paid monthly to Corvias; the Residential Communities Initiatives (RCI) private partner. Payments can be made by direct deposit, check, or money order. Direct deposit is the preferred method.

3. Point of contact for this memorandum is the Fort Sill Housing Office at (580) 442-3633.

4. This GC Policy memorandum supersedes GC Policy Memorandum, 18-12, Subject: Fort Sill Key & Essential Personnel, and Designated Housing List, 20 August 2018.

Encl



RHETT A. TAYLOR  
COL, FA  
Commanding

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**Enclosure: Fort Sill Key & Essential Personnel, and Designated Housing**

**1. Designated Homes:**

- a. Senior Commander/Commanding General, FCoE
- b. Deputy Commanding General, FCoE
- c. Commandant, Field Artillery School
- d. Commandant, Air Defense Artillery School
- e. Director, LRPF CFT, Army Futures Command
- f. Director, AMD CFT, Army Futures Command
- g. Chief of Staff, FCoE
- h. Command Sergeant Major, FCoE
- i. Commanding Officer, U.S. Marine Corps Artillery Detachment

**2. Key and Essential Prioritization. The Command Slate List will be used when housing key and essential personnel:**

- a. Brigade Commanders, Brigade Command Sergeant Majors, and the Senior Commander's enlisted aide will be given first priority in accordance with established eligibility dates.
- b. Battalion Commanders and Battalion Command Sergeant Majors will be given second priority in accordance with established eligibility dates.
- c. Special staff officers with the rank of Colonel will be given third priority in accordance with established eligibility dates.
- d. Special staff officers with the rank of Lieutenant Colonel will be given fourth priority in accordance with established eligibility dates.
- e. Foreign Liaison/Exchange Officers, see para 3, 3(b) of the memo.

**3. Key and Essential Personnel:**

Garrison Commander

Staff Judge Advocate

Installation Chaplain

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Commander, 75<sup>th</sup> FA BDE

Commander, 428<sup>th</sup> FA BDE

Commander, 30<sup>th</sup> ADA BDE

Commander, 31<sup>st</sup> ADA BDE

Commander, 434<sup>th</sup> FA BDE

Commander, MEDDAC

Commander, DENTAC

FCoE CG's Enlisted Aide

Garrison Command Sergeant Major

Sergeant Major, U.S. Marine Corps Artillery Detachment

Command Sergeant Major, Field Artillery School

Command Sergeant Major, Air Defense Artillery School

Command Sergeant Major, 75<sup>th</sup> FA BDE

Command Sergeant Major, 428<sup>th</sup> FA BDE

Command Sergeant Major, 30<sup>th</sup> ADA BDE

Command Sergeant Major, 31<sup>st</sup> ADA BDE

Command Sergeant Major, 434<sup>th</sup> FA BDE

Command Sergeant Major, MEDDAC

Commandant, NCOA

Commander, 1-19<sup>th</sup> FA BN

Commander, 1-22<sup>nd</sup> FA BN

Commander, 1-31<sup>st</sup> FA BN

Commander, 1-40<sup>th</sup> FA BN

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**Commander, 1-79<sup>th</sup> FA BN**

**Commander, 1-30<sup>th</sup> FA BN**

**Commander, 1-78<sup>th</sup> FA BN**

**Commander, 2-2<sup>nd</sup> FA BN**

**Commander, 2-6<sup>th</sup> ADA BN**

**Commander, 3-6<sup>th</sup> ADA BN**

**Commander, 5-5<sup>th</sup> ADA BN**

**Commander, 100<sup>th</sup> BSB BN**

**Commander, 2-18<sup>th</sup> FA BN**

**Commander, 3-13<sup>th</sup> FA BN**

**Commander, 1-14<sup>th</sup> FA BN**

**Commander, 2-4<sup>th</sup> FA BN**

**Commander, 2-20<sup>th</sup> FA BN**

**Commander, 3-2<sup>nd</sup> ADA BN**

**Commander, 4-3<sup>rd</sup> ADA BN**

**Commander, 4-60<sup>th</sup> ADA BN**

**Commander, 95<sup>th</sup> AG BN**

**Command Sergeant Major, 1-19<sup>th</sup> FA BN**

**Command Sergeant Major, 1-22<sup>nd</sup> FA BN**

**Command Sergeant Major, 1-31<sup>st</sup> FA BN**

**Command Sergeant Major, 1-40<sup>th</sup> FA BN**

**Command Sergeant Major, 1-79<sup>th</sup> FA BN**

**Command Sergeant Major, 1-30<sup>th</sup> FA BN**

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**Command Sergeant Major, 1-78<sup>th</sup> FA BN**

**Command Sergeant Major, 2-2<sup>nd</sup> FA BN**

**Command Sergeant Major, 2-6<sup>th</sup> ADA BN**

**Command Sergeant Major, 3-6<sup>th</sup> ADA BN**

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**Command Sergeant Major, 100<sup>th</sup> BSB BN**

**Command Sergeant Major, 2-18<sup>th</sup> FA BN**

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**Command Sergeant Major, 2-4<sup>th</sup> FA BN**

**Command Sergeant Major, 2-20<sup>th</sup> FA BN**

**Command Sergeant Major, 3-2<sup>nd</sup> ADA BN**

**Command Sergeant Major, 4-3<sup>rd</sup> ADA BN**

**Command Sergeant Major, 4-60<sup>th</sup> ADA BN**

**Command Sergeant Major, 95<sup>th</sup> AG BN**

**Canadian Liaison Officer**

**Canadian Exchange Instructor**

**Japanese Liaison Officer**

**Netherlands Liaison Officer**

**British Exchange Officer**

**British Liaison Officer**

**Korean Liaison Officer**

**Australian Exchange Instructor**

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**German Liaison Officer**

**German Command Sergeant Major**

**Singapore Command Sergeant Major**

**French Liaison Officer**

**Italian Liaison Officer**

**Brazilian Liaison Officer**