



4ID and Fort Carson INSPECTOR GENERAL

Housing
Certificates of Non-Availability &
Exceptions to Policy



July 2013

IG Information Bulletin

Reference: AR 420-1, Chapter 3

This Chapter provides policies, procedures, and responsibilities for the management and operation of the Army's permanent party and privatized housing programs. It addresses Government-owned and Government-controlled AFH to include general/flag officer's quarters (GFOQ) and Government-owned and Government-controlled unaccompanied personnel housing (UPH) for permanent party (UPH (PP)) personnel to include barracks. It also addresses the engineering, resource, and furnishings management programs related to housing. Unless specifically stated, this guidance refers solely to Government-owned housing. It provides policy on establishing and administering rental rates for Government-owned and Government-controlled housing and charges for related facilities. It includes policy and procedures for housing managers to effectively support the housing requirements of mobilization efforts. For specific guidance on the management of the RCI Program, refer to the Residential Communities Initiative, ASA (IE&E), Portfolio and Asset Management Handbook (current version).

AR 420-1 Section 3-6. Policy overview

b. Entitlements.

(1) *Housing. Assignment of Government housing to PP (Permanent Party) personnel is not an entitlement. PP personnel are entitled to housing allowances to secure private housing in the civilian community if Government housing is not provided.*

All Single Soldiers E1-5 must live in the barracks.

Geographic Bachelors are not authorized to live in the barracks.

Unit leadership cannot direct a single Soldier to move off-post with the promise of obtaining a housing allowance until a request for a CNA (Certificate of Non Availability) is processed through the Housing Office & the CNA has been approved by the Garrison Commander.

Assignment and use of housing under a unit integrity concept is authorized provided the overall installation occupancy rate for UPH (PP) does not fall below 95 percent as determined by the housing manager; exceptions will not be granted. Where necessary, the commander will direct assignment of personnel from outside organizations into unit-managed space.

Reasons for CNA's:

1SG and CSM should be aware of all CNA requests in their formation.

The housing office will advise Commanders on CNA's, they will not deny a Soldier from submitting a packet.

1. Pregnancies – Pregnant military personnel (with no other Family members) will not be assigned to Family housing. They may be placed on the waiting list when pregnancy is confirmed by medical authority (FT Carson policy). These memos must be signed by the Company Commander. The GCDR has delegated these CNAs to the housing chief for approval.
2. Dual Military – The Company Commander must sign this memo for recommendation. The GCDR has delegated these CNAs to the housing chief for approval.
3. Dual Military on Separate Tours - This is not the same as "Dual Military" -- Soldiers in the rank of E-5 and below who are married to another Service Member and have no other Family members and are serving separate tours will be assigned to housing on the same basis as unmarried (unaccompanied) Soldiers. In other words, the barracks.

If a SM is drawing BAH at the with dependent rate, he cannot live in the barracks.

1. Easily abused (over \$5,000 accumulated in unauthorized BAH = investigated by CID)
2. Mobilization & Remobilization (taking up overfill rooms intended for other appropriate Soldiers)
3. ORTC – DPTM

Exceptions to Policy:

1. Extension to lease after divorce . . . & home ownership/mortgages
2. Joint Custody – court orders, physical custody, 180 days or more
3. The commander normally will deny weekend visitations or extended (summer) visits

Brigade Commanders thru Company Commanders can make recommendations for denying an Exceptions to Policy. The Garrison Commander is the approving authority for Exceptions to Policy.

New change to Exceptions to Policy:

Service members married to civilian who decides to join the military are now considered Dual Military and no longer are an exception to policy. Provided the service member is returning to Ft Carson as their duty station.

CNA Clerk, SSG Benson, Adam 526-0570, Bldg 1225, Room 180.