

Authority to Occupy Army Lodging Facilities

a. The following personnel may occupy Army Lodging and receive confirmed reservations regardless of rank, race, color, religion, national origin, gender, Family or special needs status:

- (1) All TDY Department of Defense (DOD) personnel
- (2) PCS military personnel with or without Family members, or Family members alone, when permanent quarters are not immediately available
- (3) PCS DOD civilian personnel with or without Family members, or Family members alone, who are in overseas or foreign locations and who are temporarily without permanent housing
- (4) Reserve and National Guard Soldiers traveling on orders authorizing lodging
- (5) DoD-sponsored TDY foreign nationals
- (6) Active duty and Family members of service members on medical TDY orders
- (7) Guests of the Armed Forces as determined by the Garrison Commander
- (8) Single service members with minor dependent children, during custodial or other visitation periods, may make reservations up to ten days in advance of arrival
- (9) Family member victims of assault or domestic violence referred by appropriate garrison authority

b. The following personnel may occupy Army Lodging on a Space-Available Basis:

- (1) Military, OCONUS DOD personnel on leave, and retirees
- (2) Geographical bachelors
- (3) Relatives or guests of military personnel assigned to the installation
- (4) Non-military uniformed personnel of the United States Coast Guard, Public Health Service, and National Oceanic and Atmospheric Administration, foreign military personnel when authorized by the Garrison Commander

c. Eligibility for advance reservations and registration are on an equal first-come-first-served basis for the individuals listed at 3-3a. Reservations for individuals listed at 3-3b are on a space available basis and will not normally be confirmed more than 48 hours in advance, except where history demonstrates inventory will be available in excess of official requirements. Once a reservation is confirmed, Army Lodging will not cancel or change that reservation or registration in favor of any other traveler, based on rank, travel status, or position.

d. In the event of a declared emergency, Army regional and garrison emergency management organizations have plans and procedures to direct evacuation and may temporarily adjust Army Lodging assignment policy to meet the needs of the specific incident.

e. Garrison Commanders will establish local policy for above eligibility affected by Status of Forces Agreements (SOFA).