



REPLY TO  
ATTENTION OF

DEPARTMENT OF THE ARMY  
HEADQUARTERS, UNITED STATES ARMY GARRISON, FORT RILEY  
500 HUEBNER ROAD  
FORT RILEY, KANSAS 66442-7000

IMRL-PWH

13 April 2012

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Garrison Policy Memorandum #9 - Government Paid Local Moves of Household Goods

1. References:

- a. AR 420-1, Army Facilities Management, 28 Mar 09.
- b. Joint Federal Travel Regulation (JFTR), Chapter 5, paragraph U5355.

2. This memorandum establishes the policy and procedures for approval of government paid short distance local moves of household goods for service members and their Families stationed at Fort Riley, Kansas.

3. The JFTR prohibits government paid short distance local moves of household goods incident to moving to/from government or privatized housing made to accommodate a member's personal situation, convenience, or morale. IAW the above referenced regulation, the government will not pay for short distance local household good moves from/to market/economy housing to/from on-post privatized housing. This includes moves for Families of deployed service members.

4. Exceptions to this policy may be requested where specific and unique circumstances warrant such consideration. Service members requesting an exception must submit their request via memorandum to their Battalion Commander. The memorandum must provide a detailed explanation of the basis upon which the exception is requested. The Battalion Commander will endorse the request and recommend either approval or disapproval and the basis for the recommendation. The memorandum, with endorsement, will be forwarded through the Chief, Housing Division, Public Works for the Garrison Command decision. The requesting service member will be notified in writing of the final determination.

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5. The point of contact for this memorandum is the Chief, Housing Division, Public Works at (785) 239-0650.



WILLIAM J. CLARK  
COL, AR  
Garrison Commander

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