

**BY ORDER OF THE COMMANDER
DAVIS-MONTHAN AIR FORCE BASE**



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DAVIS-MONTHAN AIR FORCE BASE
Supplement
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Civil Engineering

HOUSING MANAGEMENT

COMPLIANCE WITH THIS PUBLICATION IS MANDATORY

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AFI 32-6000, *Family Housing Management*, 18 March 2020, is supplemented as follows: The purpose of this supplement is to identify housing for Key & Essential (K&E) mission positions at Davis-Monthan Air Force Base. Personnel assigned to K&E, command, or special command positions will be required to reside on the installation due to military necessity, operational requirements, and as a condition of employment or assuming the position. The Commander identifies K&E, command and SCP positions in an installation supplement to this instruction. This instruction applies to all personnel assigned and attached to the K&E Program on Davis-Monthan AFB and does not apply to the Air National Guard or Air Force Reserve. Ensure that all records created as a result of processes prescribed in this publication are maintained IAW Air Force Instruction (AFI) 33-322, Records Management and Information Governance Program, and disposed of IAW Air Force Records Information Management System (AFRIMS) Records Disposition Schedule (RDS). Contact supporting records managers as required. Refer recommended changes and questions about this publication to the Office of Primary Responsibility (OPR) using the AF Form 847, *Recommendation for Change of Publication*; route AF Forms 847 from the field through the appropriate functional chain of command. The use of the name or mark of any specific manufacturer, commercial product, commodity, or service in this publication does not imply endorsement by the Air Force.

SUMMARY OF CHANGES

This document has been substantially revised and must be completely reviewed. Major changes include the K&E listing and residency regulations.

2.20.3.1. **(Added)** Personnel assigned to K&E, command, or special command positions will be required to reside on the installation due to military necessity, operational requirements, and as a condition of employment or assuming the position. K&E and Command housing may be held vacant for 90 days pending the arrival of incumbent. If the K&E personnel has been identified but will not arrive within the 90 days, the project owner will attempt to extend the 90 days an additional 30 days, however, the project owner has the option to lease the unit to the next available tenant on the waiting list. (The Project Owner, in coordination with the Wing Commander (or designee), may assign a member, other than the intended occupant, to a designated housing unit). Assigned members acknowledge, in writing, they may be required to relocate at government expense to other on-base housing or off-base housing compatible with their grade and bedroom requirement when the on-base housing is required by designated incumbent.

2.20.3.2. **(Added)** In addition, the following positions are designated K&E without specific units to allow the project owner to house them in an appropriate unit per their rank and bedroom entitlement. When housing is not immediately available, K&E personnel will be placed at the top of the appropriate waiting list and will be offered the next available unit without displacing members with a firm housing commitment.

2.20.3.3. **(Added)** Removed 355th Fighter Wing Chaplain (355 FW/HC) from K&E listing.

2.20.3.4. **(Added)** Removed 1st Battlefield Coordination Detachment Commander (1 BCD/CC) from K&E listing.

2.20.3.5. **(Added)** Changed 355th Fighter Wing Commander (355 FW/CC) to 355th Wing Commander (355 WG/CC).

2.20.3.6. **(Added)** Changed 355th Fighter Wing Vice Commander (355 FW/CV) to 355th Wing Vice Commander (355 WG/CV).

2.20.3.7. **(Added)** Davis-Monthan AFB K&E Mission Positions. The Commander has designated the following K&E mission positions for Commanders Circle:

2.20.3.8. **(Added)** 355th Medical Group Commander (355 MDG/CC)

2.20.3.9. **(Added)** 355th Operations Group Commander (355 OG/CC)

2.20.3.10. **(Added)** 563rd Rescue Group Commander (563 RQG/CC)

2.20.3.11. **(Added)** 12th Air Force Commander (12 AF/CC)

2.20.3.12. **(Added)** 12th Air Force Vice Commander (12 AF/CV)

2.20.3.13. **(Added)** 355th Wing Commander (355 WG/CC)

2.20.3.14. **(Added)** 355th Wing Vice Commander (355 WG/CV)

2.20.3.15. **(Added)** 355th Mission Support Group Commander (355 MSG/CC)

2.20.3.16. **(Added)** 355th Maintenance Group Commander (355 MXG/CC)

2.20.3.17. **(Added)** Davis-Monthan AFB K&E Mission Positions. The Commander has designated the following K&E mission positions for Cullerton Circle:

2.20.3.18. **(Added)** 612th Air and Space Operation Center Commander (612 AOC/CC)

2.20.3.19. **(Added)** 355th Civil Engineer Squadron Commander (355 CES/CC)

2.20.3.20. **(Added)** 355th Security Forces Squadron Commander (355 SFS/CC)

2.20.3.21. **(Added)** 309th Aerospace Maintenance and Regeneration Group Commander (309 AMARG/CC)

2.20.3.22. **(Added)** 55th Electronic Combat Group Commander (55 ECG/CC)

2.20.3.23. **(Added)** Davis-Monthan AFB K&E Mission Positions. The Commander has designated the following K&E mission positions for Falcon Court:

2.20.3.24. **(Added)** 12th AF Command Chief Master Sergeant (12 AF/CCC)

2.20.3.25. **(Added)** 355th Wing Command Chief Master Sergeant (355 WG/CC)

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Vice Commander, 355 WG

Attachment 1**GLOSSARY OF REFERENCES AND SUPPORTING INFORMATION*****References***

AFI33-322, *RECORDS MANAGEMENT AND INFORMATION GOVERNANCE PROGRAM*, 23 March 2020

Adopted Forms

AF Form 847, *Recommendation for Change of Publication*, 22 Sept 2009

Abbreviations and Acronyms

AFI—Air Force Instruction

AFMAN—Air Force Manual

AFRIMS—Air Force Records Information Management System

CC—Commander

IAW—In Accordance With

RDS—Records Disposition Schedule

SCP—Special Command Position

K&E—Key & Essential

OPR—Office of Primary Responsibility