



**DEPARTMENT OF THE ARMY**  
US ARMY INSTALLATION MANAGEMENT COMMAND  
HEADQUARTERS, US ARMY GARRISON FORT A.P. HILL  
18436 4TH STREET  
FORT A.P. HILL, VIRGINIA 22427-3114

REPLY TO  
ATTENTION OF

IMPH-ZB

31 January 2013

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Commander's Policy Letter #36 - Temporary Duty (TDY) Personnel Lodging Safety and Force Protection Considerations

1. Applicability. This policy applies to all military and civilian personnel assigned or attached to Fort A.P. Hill.

2. Proponent. Deputy Garrison Commander.

3. References. Army Regulation 600-20, Army Command, 18 March 2008, RAR  
20 September 2012

4. Policy.

a. Background: Fort A.P. Hill is a regional training center with a mission that supports a wide array of diverse units and organizations. In addition to the transient Warriors visiting as part of regular scheduled training events, the installation, in Fiscal Year 2012, also had an estimated 2,500 personnel per year (military, federal civilian, and contractors) visit in some sort of temporary duty or work status. The installation is presently under-served in terms of nearby lodging accommodations acceptable to federal travelers under published standards. The current closest facilities are approximately 12 miles away in the Carmel Church area of Caroline County. Additional facilities are considerably further toward the City of Fredericksburg and the Town of Ashland.

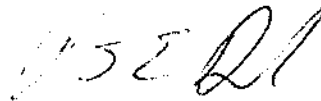
b. Safety and Force Protection: The safety of our military and civilian personnel is paramount. Fort A.P. Hill is a large installation and many of the training areas and facilities the TDY traveler will use are 10 miles or more interior from the installation's sole access point. This presents both safety and security concerns. Currently, TDY travelers may opt to be billeted anywhere within a vast geographic area, potentially necessitating nearly hour-long, extreme commutes each way to their TDY location. This concern is exacerbated by the potential for travelers to be required to transit winding country roads in hazardous weather, day and night. There is substantial risk for accidents in remote areas, including vehicle strikes with deer and other animals. The safety of military and civilian personnel traveling at all hours of the day and night and in various types of weather conditions following a long work day cannot be ignored.

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c. In recognition of the above mentioned concerns, my guidance is for military and civilian personnel in a TDY status to use proximity to the installation's main gate or Directorate of Family, Morale, Welfare and Recreation (DFMWR) lodging as a primary lodging selection criterion when selecting TDY accommodations. This includes reservations made through the Defense Travel System. Fort A.P. Hill will provide a listing of TDY-acceptable accommodations with the distances from the main gate on its web site [www.aphill.army.mil](http://www.aphill.army.mil) and have a listing available in the Fort A.P. Hill Recreational Lodging Office, 804-633-8335.

5. Point of contact for this policy statement is Robert T. Wright, Deputy Garrison Commander, at 804-633-8205.



PETER E. DARGLE  
LTC, AR  
Commanding

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