

**BY ORDER OF THE COMMANDER  
379TH AIR EXPEDITIONARY WING**

**AL UDEID AIR BASE INSTRUCTION 34-102**



**30 December 2021**

**Services**

**LODGING OPERATIONS**

**COMPLIANCE WITH THIS PUBLICATION IS MANDATORY**

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This publication implements Air Force Instruction (AFI) 34-135, *Air Force Lodging Program*, and Air Force Policy Directive (AFPD) 34-2, *Managing Non-appropriated Funds*. It establishes procedures for proper lodging operations for all personnel transiting or deployed to Al Udeid Air Base (AUAB), Qatar. The instruction defines lodging policies and procedures, capabilities, sustainment plans, maintenance procedures, and operating instructions for AUAB Contingency Lodging Operations. It applies to the following personnel attached to, assigned to, or transiting through AUAB: US Government military personnel (Active, Reserve and Guard components) and civilian employees, Coalition forces, contractor personnel, transient personnel, and other persons receiving Base Operating Support from the 379th Air Expeditionary Wing (379 AEW). Failure by military members to obey the mandatory provisions of this instruction is a violation of Article 92, *Failure to Obey Order or Regulation*, of the Uniform Code of Military Justice (UCMJ). Violations may result in administrative or disciplinary action without regard to otherwise applicable criminal or civil sanctions for violations of related laws.

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## Chapter 1

### LODGING OPERATION ELEMENTS

**1.1. Overview.** This instruction provides guidance to secure personnel accountability, promote the safety and health of residents, and ensure the transparent, consistent, and equitable application of standards. AUAB maintains two categories of lodging: lodging designated for residents residing at AUAB for 60 or more consecutive days and transient lodging for those at AUAB for fewer than 60 consecutive days.

1.1.1. The 379th Air Expeditionary Wing Commander's (379 AEW/CC) intent for lodging management at AUAB is to maximize mission readiness through the effective, efficient, and responsive use of all lodging facilities while placing a priority on achieving and maintaining unit integrity.

1.1.2. Violation of lodging policies and instructions will result in commander notification. Violations resulting from abuse or resulting in the loss or damage of government property will result in assessment of financial liability.

#### **1.2. Roles and Responsibilities.**

1.2.1. **379 AEW Commander (379 AEW/CC).** Sets policy via this document ensuring accountability and the highest quality service with the facilities currently available.

1.2.2. **379 AEW Vice Commander (379 AEW/CV).** Serves as the Chair for the Installation Lodging Council (ILC). The ILC facilitates communication between AUAB units and wing leaders on topics related to lodging effectiveness and efficiency. It is the recommending body for allocation of unit assigned lodging space. Comprised of senior enlisted representatives from wing, mission partner and coalition units, it convenes monthly, or at the discretion of the ILC Chair. The 379 AEW/CV may delegate ILC Chair authority.

1.2.3. **379 EFSS Commander (379 EFSS/CC).** Executes 379 AEW/CC's policy by overseeing operations and prioritizing guidance in order for 379 EFSS Lodging Flight to maintain responsibility and oversight as well as translates bed down requirements into action in accordance with AUAB Lodging Business Rules.

1.2.4. **379 AEW Group and Tenant Unit Commanders.** Execute this instruction maintaining unit integrity as the highest priority. Allocated lodging space based on respective Deployment Requirements Manning Document (DRMD) authorizations IAW AUAB Lodging Business Rules (see Attachment 2). Unit integrity dorms will have designated commanders, who may be any commander with personnel assigned to the building but is typically the commander with the preponderant number of personnel.

1.2.4.1. Ensure proper coordination with 379 EFSS Lodging staff for requests of re-allocation of space. Units will use all allocated space IAW AUAB Lodging Business Rules and then compress within their assigned lodging buildings prior to requesting additional space. This also applies during surge operations or high personnel rotations.

1.2.4.1.1. Requests for specific personnel lodging accommodations (i.e. Married personnel, single occupancy outside of established AUAB Lodging Business Rules) require an ETP routed through the 379 EFSS Lodging Flight Commander (379 EFSS/FSL) with final approval by the group or tenant unit commander. See Attachment 4 and para. 2.1.4.

1.2.4.2. Appoint facility managers for assigned lodging buildings. See paragraph 1.2.8 for facility manager responsibilities.

1.2.4.3. Execute Post Attack Reconnaissance (PAR) sweeps, for assigned lodging buildings, within Blatchford-Preston Complex (BPC) and Double Stack (DS), during real-time and operational exercises.

1.2.4.3.1. Designate unit representatives in writing and ensure they receive training from the 379th Expeditionary Civil Engineer Squadron (379 ECES) Emergency Management Flight.

1.2.4.3.2. Ensure their unit representatives receive guidance on the proper use, storage, and maintenance of PAR kits and Land Mobile Radios (LMR); ensure PAR kits and LMRs are available and functional for use.

1.2.4.3.3. Unit representatives will report PAR sweeps of assigned buildings through the designated Group Control Center and Unit Control Center (GCC/UCC) to the 379 AEW Integrated Joint Operations Center (379 AEW/IJOC).

**1.2.5. Unit Commander (G-Series Commander)/Equivalent.** Ensure full compliance and enforcement of this instruction by those affiliated with their organizations. Commanders are also responsible for the good order and discipline of assigned personnel, to include compliance with health, morale, and welfare standards and lodging operations guidance.

1.2.5.1. Enforce the Installation Commander's Dormitory Inspection Order. These inspections will be conducted randomly in a manner that ensures each room and common space is inspected every six months, but no less than once per deployment cycle.

**1.2.6. Unit Quarters Representatives (UQRs).** Oversee unit health and morale visits and room checks to ensure provided lodging meets the mission requirements of assigned personnel and that personnel comply with lodging guidance. Commanders will appoint UQRs in writing. The minimum grade for UQRs is E-7.

1.2.6.1. Notify 379 EFSS/FSL of issues and conditions that may affect personnel readiness. 379 EFSS/FSL will submit monthly validation rosters to UQRs, who will update and return them by the applicable suspense date. Validation rosters may be solicited more frequently to fulfill accountability and room validation requirements. During peak rotational times, weekly validations may occur.

1.2.6.2. Make lodging reservations for incoming personnel no earlier than 30 days prior to arrival and no later than 7 days prior to arrival. Adherence to this timeline ensures a timely check-in for incoming personnel, lodging room validations, maintenance, and housekeeping services if required. Reservation requests must be sent to: [379efss.lodgingreservations@auab.afcent.af.mil](mailto:379efss.lodgingreservations@auab.afcent.af.mil).

1.2.6.2.1. Coordinate with 379 EFSS/FSL if the number of inbound personnel exceeds allotted rooms (including swing space) and transient lodging is required.

1.2.6.2.2. If an outbound individual has space available within their lodging quarters (without breaking gender restrictions), then both the inbound and outbound individuals may be housed within the same lodging quarters.

1.2.6.3. Coordinates all room modification and re-assignment requests through lodging management.

1.2.7. **Airmen Dorm Leaders (ADL).** Will facilitate the health and safety of Airmen and mission partners residing in AUAB Double Stack dormitories. ADLs will be sourced from and be appointed in-writing by the unit commander with responsibility for the specified dormitory. The minimum grade for ADLs is E-7; route requests for ETPs to the ILC chair. ADLs work with 379 EFSS/FSL to execute duties assigned ensuring residents comply with applicable directives, policies, health protection measures, and lodging community standards.

1.2.7.1. Inspect 10% of lodging room inventory every month to identify items that may require maintenance or repair, or conditions that may pose a health or safety concern.

1.2.7.2. Coordinate identified requirements/issues with lodging staff for work order submission and tracking.

1.2.7.3. Will be authorized single occupancy within their assigned lodging quarters while serving as an ADL. During contingency or high peak turnover, ADLs may be subject to double billeting.

1.2.8. **Facility managers.** Will be responsible for the care, custody, and protection of assigned real property for BPC facilities. Facility managers are responsible for coordinating work order requests IAW para.3.3, and will make every attempt to protect property from damage or loss. Facility managers are appointed by the 379 AEW Group or Tenant Unit Commander designated as the commander of the lodging building to which facility manager is assigned.

1.2.9. **AUAB Lodging Occupants.** Will adhere to Lodging Standards as prescribed in Chapter 3.

## Chapter 2

### LODGING ACCOMODATIONS

#### 2.1. Eligibility.

2.1.1. U.S. Military, U.S. Department of Defense (DoD) civilian employees (GS/NAF), and Coalition forces are eligible for contingency lodging. Lodging bed down is based on the AUAB Lodging Business Rules (see Attachment 2).

2.1.2. U.S. DoD Contract Employees are eligible for lodging consistent with their current contract as authorized under a current Letter of Authorization, subject to availability and mission requirements as identified by the 379 AEW/CC or CV.

2.1.2.1. All other categories of contract employees will be reviewed for final determination by the 379 EFSS/FSL or Lodging General Manager.

2.1.2.2. Contract personnel will be billeted based upon the standards set forth in their contract with the U.S. government.

2.1.2.3. Unless the applicable contract or Letter of Authorization specifies that contract personnel will be provided single-occupancy lodging accommodation, accommodation in a specific area, or accommodation equivalent to that provided to U.S. military members or civilian employees of a specified grade, all contractors will be housed in the designated area defined by the AEW/CC in coordination with the Lodging Flight Commander, with or without a roommate.

2.1.3. A minimum length-of-stay threshold of 60 days or more must be met for members to qualify for BPC lodging accommodations. BPC rooms are only allocated to units with enduring missions assigned to AUAB, as determined by 379th Air Expeditionary Wing Plans and Programs (379 AEW/XP).

2.1.3.1. Coalition Compound (CC) trailers and/or transient lodging are the default accommodation for units without enduring missions at AUAB.

2.1.4. All exceptions to policy (ETP) must be formatted in accordance with Attachment 3 and forwarded to the 379 EFSS/FSL or Lodging General Manager for routing to the appropriate approval authority.

2.1.4.1. Married personnel (under an ETP) may be lodged together, if space is available. Members will not receive preferential treatment to facilitate co-location with a spouse.

#### 2.2. Facilities.

2.2.1. There are five types of lodging facilities on AUAB: Senior Officer Quarters (SOQ), BPC 2-bedroom Suites, BPC 4-bedroom Suites (Quads), DS, and CC trailers.

2.2.1.1. SOQs are specifically designated for key positions at AUAB as designated by the 379 AEW/CC. Keys for entry into SOQs are reserved and maintained only by the lodging staff. SOQs are authorized to be cleaned by a cleaning contract, however, members must request this service through the lodging staff.

2.2.1.2. All units, to include Coalition and Mission partners, will have designated facilities specifically for their members in BPC, DS, and CC. See Attachment 5 for room configurations.

## **2.3. Transient Lodging.**

2.3.1. Transient lodging spaces are allocated for those personnel assigned to AUAB less than 60 days.

2.3.2. Accommodations for all non-AMC scheduled transient members, including aircrew and non-aircrew, are made on a space-available basis.

2.3.3. Transient members will check out of lodging no later than six hours prior to departure. Members must check out and return all keys to the CC Lodging Management desk. Members are responsible for ensuring rooms are clean and orderly, and that furniture is returned to its original state prior to check-out. Key swaps between individual members are not permitted.

2.3.4. The 8th Expeditionary Air Mobility Squadron (8 EAMS) administers transient lodging for Air Mobility Command (AMC) scheduled aircrew, including aircrews remaining overnight.

2.3.4.1. 8 EAMS will maintain copies of keys and lodging status for AMC scheduled transient aircrew.

2.3.4.2. 8 EAMS will coordinate with lodging upon crew departure for cleaning and housekeeping services.

2.3.5. 379 AEW Protocol is responsible for providing lodging accommodations for 379 AEW Distinguished Visitors (DV).

2.3.5.1. DV Transient Lodging is for personnel in the grade of CWO-5/E-9/GS-15/O-6 or above.

2.3.5.2. Official travel parties may receive DV lodging if space permits.

2.3.5.3. Outbound AUAB-assigned G- Series Commanders, Group Deputy Commanders, GS-15s, CWO-5s, and E-9s are eligible for DV Transient Lodging.

## Chapter 3

### LODGING STANDARDS

#### 3.1. Community Standards.

3.1.1. All AUAB Lodging Occupants will:

3.1.1.1. Observe 24/7 quiet hours.

3.1.1.2. Upon occupancy of room, place room locator card(s) in a location visible from outside the room (Attachment 3).

3.1.1.2.1. Locator card(s) must be placed in the window or outside the door. Occupants residing in Quads must utilize 2 locator cards; one placed on their individual room door and one on either the window or the exterior door to the common areas.

3.1.1.2.2. Occupants are responsible for updating locator card(s) information as necessary. Unit-specific locator cards are authorized; however, all the information in Attachment 3 must be on the unit's locator card.

3.1.1.3. Maintain clean, safe, and sanitary rooms that present a neat, professional, and orderly appearance. Occupants will not leave personal garbage in hallways, day rooms, laundry rooms, common areas, or bathrooms and will dispose of garbage in outside dumpsters. Due to high winds and sanitation concerns, trash placed in dumpsters must be securely tied/sealed within bag, box, or container.

3.1.1.4. Not cohabitate or sleep in any room other than the one to which they are assigned. While guests are allowed, when hosting a guest, occupants are responsible for their guests' conduct and must respect their roommate's and/or suitemate's privacy. All roommates/suitemates must consent prior to hosting a guest in the room, including the common area in the room.

3.1.1.5. Maintain all furniture assigned in their room. Occupants will notify Lodging Maintenance if there is excess furniture in a room. Occupants will not remove furniture from their assigned room. A standard set up for rooms includes, at a minimum, 2 bed spaces for max surge occupancy and a dresser, armoire, or wall locker. Room configuration standards can be found in Attachment 5.

3.1.1.6. Refrain from entering or storing items in electrical, mechanical, or communications rooms and will not access the building roof at any time.

3.1.1.7. Adhere to dress code policy IAW AFI 36-2903, *Dress and Personal Appearance of Air Force Personnel* and United States Air Forces Central Instruction (USAFCENTI), 36-2903 Al Udeid Air Base (AUAB) Supplement, *Dress and Appearance for Air Force Personnel* while in common areas and walking to and from community bathrooms.



3.1.1.8. Refrain from facility modifications that may damage walls, doors, or windows, such as affixing shelves, hanging picture frames, flying exterior flags, mounting antennas, or landscaping. Non-permanent adhesive items can be used to secure items.

3.1.1.9. When covering their respective windows, use materials that present a neat appearance, are easily removable, and do not damage windows.

3.1.1.10. Allow 379 ECES and 379 EFSS maintenance staff to perform all required facility maintenance in accordance with crew rest and shift worker considerations.

3.1.1.11. Request room changes after coordinating with their unit First Sergeant/UQR, if necessary. UQR must coordinate with Lodging Management prior to relocation of occupant.

3.1.1.12. Upon check-in at the respective lodging front desk, present CAC/ID card for reservation confirmation and issuance of room key(s). UQRs are permitted to sign-out keys for inbound personnel upon lodging management approval. To ensure Lodging database integrity, UQRs are not permitted to swap keys between individual members without prior coordination with lodging management.

**NOTE:** Key accountability is critical for the safety of our members and their roommates/suitemates. Keys to lodging facilities are accountable items. Lost keys must be reported to lodging management immediately and members will be responsible for the costs associated with replacing lost keys.

3.1.1.13. Turn in all lodging keys upon check out with the respective lodging front desk. See figure 3.1.

3.1.1.14. Vacate their assigned room when directed to do so by 379 EFSS/FSL or higher authority for room reassignment or other official purpose. Failure to vacate as directed may result in removal of personal belongings.

**Figure 3.1. Key Return Checklist**

<p>Lodging Hours: Open 24/7</p> <p>Checklist Location: AUAB Single Source of Truth SharePoint site</p>	<p>AUAB Assigned Personnel will:</p> <ul style="list-style-type: none"> <li>• Schedule room inspection with unit First Sergeant or UQR. First Sergeant/UQR will initial checklist upon room inspection completion.</li> <li>• Member turns in room key to applicable BPC or CC lodging office with out-processing checklist and Blue-stamped Orders.</li> <li>• Lodging front desk staff will stamp Blue-stamped Orders to out-process PERSCO.</li> </ul> <p>Transient Personnel will:</p> <ul style="list-style-type: none"> <li>• Return room key to CC lodging office with Blue-stamped Orders to out-process PERSCO.</li> </ul> <p><b>NOTE:</b> Out-processed Lodging stamp must be on Blue-stamped Orders to depart base.</p>
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3.1.2. In addition to adhering to standards of para. 3.1.1., occupants of BPC and DS facilities will:

3.1.2.1. Coordinate with their UQR to determine if transient lodging will be required prior to departure.

### **3.2. General Housekeeping.**

3.2.1. Housekeeping practices directly impact the health, hygiene, and quality of life of all occupants. Each resident is expected to maintain a safe, clean, and sanitary lodging room. Therefore, minimizing food, garbage, and general clutter in and around common areas and individual rooms is essential to maintaining health and safety standards for all occupants.

3.2.1.1. All trash must be taken directly to a tan-colored dumpster in a garbage bag.

3.2.1.2. Trash receptacles in common areas near pavilions, bathrooms, laundry rooms, BPC activity rooms, and the bike storage area will not be used for disposal of personal trash.

3.2.1.3. All government- furnished items, such as mattresses, bedframes and chairs, will only be removed from the room by 379 EFSS staff.

3.2.1.4. Coordinate with lodging front desk for disposition guidance for the removal of any unserviceable bulk items.

3.2.2. To limit the potential for the formation and growth of mold, lodging residents will keep individual Heating, Ventilation, and Air Conditioning (HVAC) units and dehumidifiers on at all times. Residents will routinely empty dehumidifiers to reduce moisture in assigned lodging facilities.

### **3.3. Maintenance.**

3.3.1. It is the occupant's responsibility to report all maintenance concerns, including damaged furniture or appliances in both rooms and common areas, to the lodging front desks. Lodging Maintenance and 379 ECES will determine resolution of the maintenance issue and update the occupant on the status.

3.3.2. Furniture or equipment repair/replacements in dorm rooms are addressed by 379 EFSS lodging maintenance.

3.3.2.1. Requests must be routed to [379EFSSLODGINGMAINT@auab.afcent.af.mil](mailto:379EFSSLODGINGMAINT@auab.afcent.af.mil).

3.3.3. HVAC, structural, and electrical requirements are addressed by 379 ECES; requests are routed to BPC/CC Lodging staff and then forwarded to 379 ECES for work order request and submission. Lodging operations staff will track 379 ECES work orders submitted by lodging staff.

Digitally signed by  
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Date: 2021.12.30 22:17:34 +03'00'

**GERALD A. DONOHUE**  
Brigadier General, USAF  
Commander

## ATTACHMENT 1

### GLOSSARY OF REFERENCES AND SUPPORTING INFORMATION

#### *References*

DoDI 4000.19, *Support Agreements*, 16 December 2020

DAFI 36-2903, *Dress and Personal Appearance of United States Air Force and United States Space Force Personnel*, 3 September 2021

USAFCENTI 36-2903, *Dress and Appearance of AFCENT Air Force Personnel*, 12 March 2020

AUAB Supplement, *Dress and Appearance for Air Force Personnel*, 15 December 2021

AFI 25-201, *Intra-Service, Intra-Agency, and Inter-Agency Support Agreement Procedures*, 18 October 2013

AFMAN 34-135, *Air Force Lodging Program*, 01 July 2019

#### *Adopted Forms*

AF Form 55, *Employee Safety and Health Record*

AF Form 332, *Base Civil Engineer Work Request*

AF Form 1297, *Temporary Issue Receipt*

#### *Abbreviations and Acronyms*

**AF**—Air Force Instruction

**BPC**—Blatchford Preston Compound

**CC**—Coalition Compound

**DS**—Double Stack

**DV**—Distinguished Visitor

**ILC**—Installation Lodging Council

**RLB**—Relocatable Buildings

**UQR**—Unit Quarters Representatives

## ATTACHMENT 2

### AUAB LODGING BUSINESS RULES

**Figure A2.1. Lodging Business Rules**

Lodging Type	Priority	Occupancy Rate	Notes
2-bedroom Suites	Permanent Party Personnel (PPP)	Single	
2-bedroom Suites	365 Deployers	Single	See Note A2.3 clarification below
2-bedroom Suites	E-9/O-5+/ GS13+/CW4-5	Single	First Sgts and NAF Civilians included
2-bedroom Suites	E1-8/O1-4/CW1-3/ GS6-12	Double	Contract personnel permitted if contract or Letter of Authorization specifies
4-bedroom Suites	365 Deployers	Single	See Note A2.3 clarification below
4-bedroom Suites	E-9/O-5+/ GS13+/CW4-5	Single	First Sgts and NAF Civilians included
4-bedroom Suites	E1-8/O1-4	Double	Contract personnel permitted if contract or Letter of Authorization specifies
Double Stacks	E5 & below	Double	Considered for overflow; Married personnel permitted with approved ETP
Coalition Compound Trailers	Transients	Double	For 7-day outbounds or staying <60 days
RLBs	Transients	Open Bay	Overflow as necessary

**A2.1:** All contractor personnel are subject to double occupancy if residing onbase. Any new lodging requests for contract personnel to single billet on-base lodging are not authorized, unless an ETP is approved by the installation commander. All on-base lodging ETP requests for contract personnel must route through the 379 EFSS/FSL and 379 EFSS/CC.

**A2.2:** If forward deploying or going on TDY for longer than 60 days, members must coordinate baggage storage with their UQR or other Unit POC and check out with lodging.

**A2.3:** “365 Deployers” are identified as those who have a tour length of 365 days or more in Qatar and/or AUAB specified on their deployment orders. Tours at other locations will not be aggregated with tours in Qatar/AUAB to meet the requisite number of days. Orders specifying tour lengths ‘up to 365 days’ or ‘not to exceed 365 days’ are insufficient to meet this definition. Such orders must be modified to reflect a tour length of 365 days or more from the date of arrival in order for personnel to be treated as a “365 Deployer.”

# ATTACHMENT 3

## ROOM LOCATOR CARDS

Figure A3.1. Room Locator Card for all CC and DS lodging, as well as BPC “1+1” or 2 Bedroom Suite lodging, and Trailers.

### LODGING MANAGEMENT OFFICE

This sign is for room accountability purposes.  
Please complete & tape sign on the inside of your common room window  
Return to the lodging front desk at check out  
-PLEASE PRINT CLEARLY-

<u>Bldg:</u>	Bay:	Room:	Bed Space: A	B	Male / Female
Last Name:	_____				
First Name:	_____				
Rank:	_____				
Unit/Squadron:	_____				
1 <sup>st</sup> Sgt/UQR:	_____				
Arrival Date:	_____				
<b>Departure Month:</b>	_____				
Day Shift ___ Swing Shift ___ Night Shift ___					

Figure A3.2. Room Locator Card for BPC “Quads” Lodging.

### LODGING MANAGEMENT OFFICE

This sign is for room accountability purposes.  
Please complete & tape one sign to the exterior of your dorm door and one on the inside of your common room window  
Return both to the lodging front desk at check out  
-PLEASE PRINT CLEARLY-

<u>Bldg:</u>	Bay:	Room:	Bed Space: A	B	C	D	E	F	G	H	Male / Female
Last Name:	_____										
First Name:	_____										
Rank:	_____										
Unit/Squadron:	_____										
1 <sup>st</sup> Sgt/UQR:	_____										
Arrival Date:	_____										
<b>Departure Month:</b>	_____										
Day Shift ___ Swing Shift ___ Night Shift ___											

## ATTACHMENT 4

### EXAMPLE EXCEPTION TO POLICY



DEPARTMENT OF THE AIR FORCE  
UNITED STATES AIR FORCES CENTRAL COMMAND (USAFCENT)  
379TH AIR EXPEDITIONARY WING

11 Jul 21

MEMORANDUM FOR (INSERT APPROVAL AUTHORITY OFFICE SYMBOL)

FROM: (INSERT REQUESTING UNIT CC OFFICE SYMBOL OR UQR)

SUBJECT: Exception to Policy Request for (INSERT REQUEST TOPIC)

1. In accordance with AUABI 34-102, *Lodging Operations*, para XX, I am requesting (describe the element of the policy requiring the exception to policy and provide explanation/justification).
2. If you have any questions, please contact UQR Rank, Name, at DSN: XXX-XXXX.

FIRST M. LAST, Lt Col, USAF  
Commander, OFFICE SYMBOL

1st Ind, XXXX

MEMORANDUM FOR (INSERT REQUESTING UNIT CC OFFICE SYMBOL OR UQR)

Approve/Disapproved

FIRST M. LAST, Lt Col, USAF  
Commander, OFFICE SYMBOL

cc:  
379 EFSS/CC  
379 EFSS/FSL|

## ATTACHMENT 5

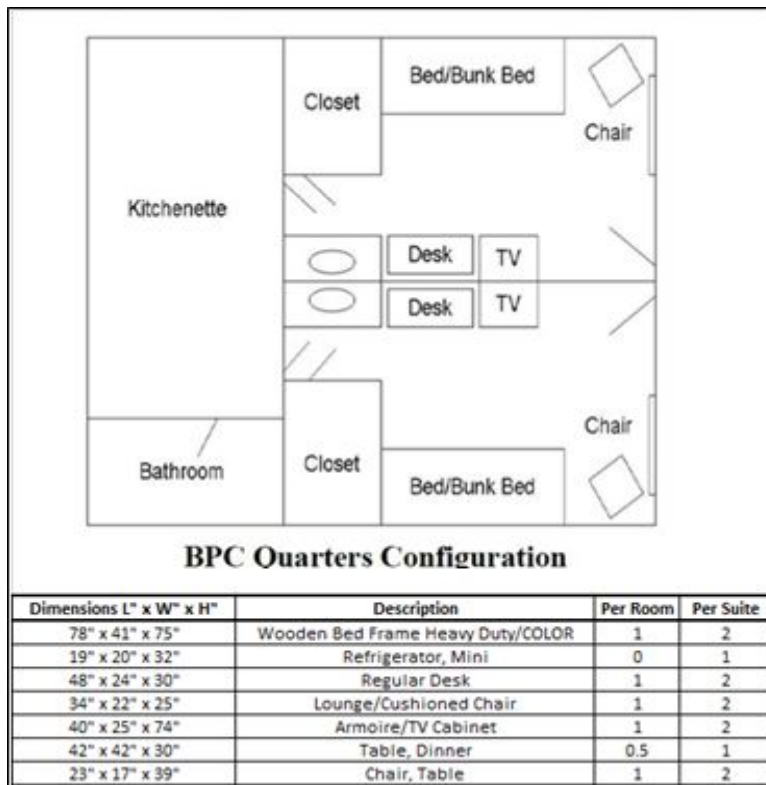
### ROOM CONFIGURATION STANDARDS

**A5.1.** A standard set up for a BPC Two Bedroom Suite (1 + 1) dorm room is a minimum of 2 beds, a dresser or armoire, a desk and chair, nightstand, and a lamp.

**A5.2.** A standard set up for a BPC Quad dorm room is a minimum of 2 beds, 2 dressers, and 1 desk and chair.

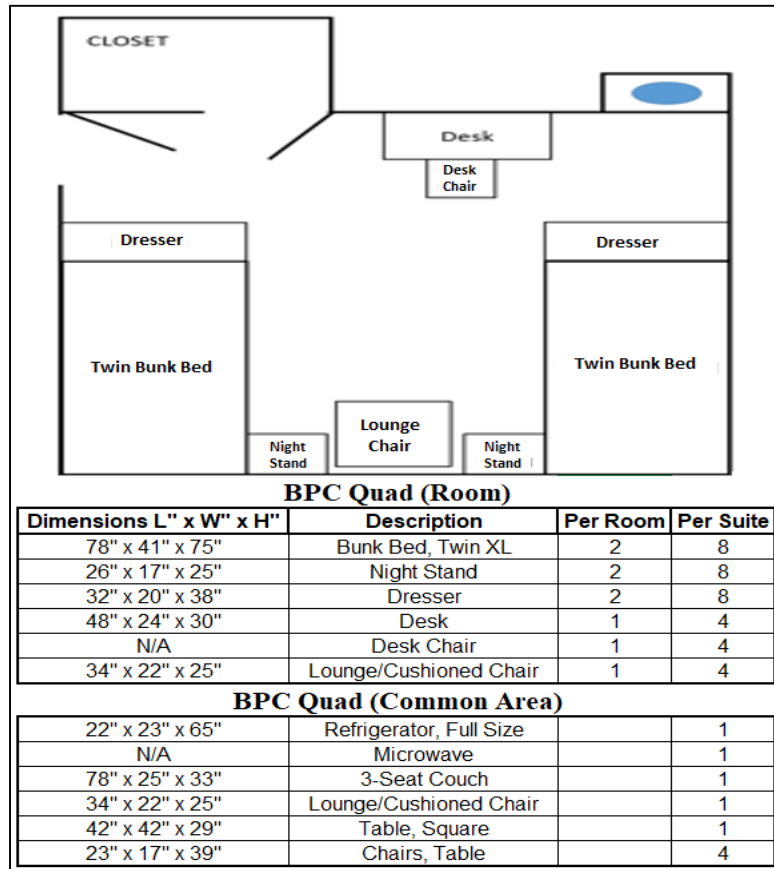
**A5.3.** A standard set up for personnel authorized a single BPC 2-bedroom suite (1+0) is the same as a BPC 2-bedroom suite (1+1) in the sleeping area. The adjoining room has a couch, desk, armoire, and coffee table. Personally purchased furniture and accessories for rooms are authorized, but must be coordinated with Lodging Flt/CC prior to purchasing. Unserviceable items purchased by current or former occupants will be removed by the occupant or a unit member/first sergeant.

**Figure A5.1. BPC Two Bedroom Suite**



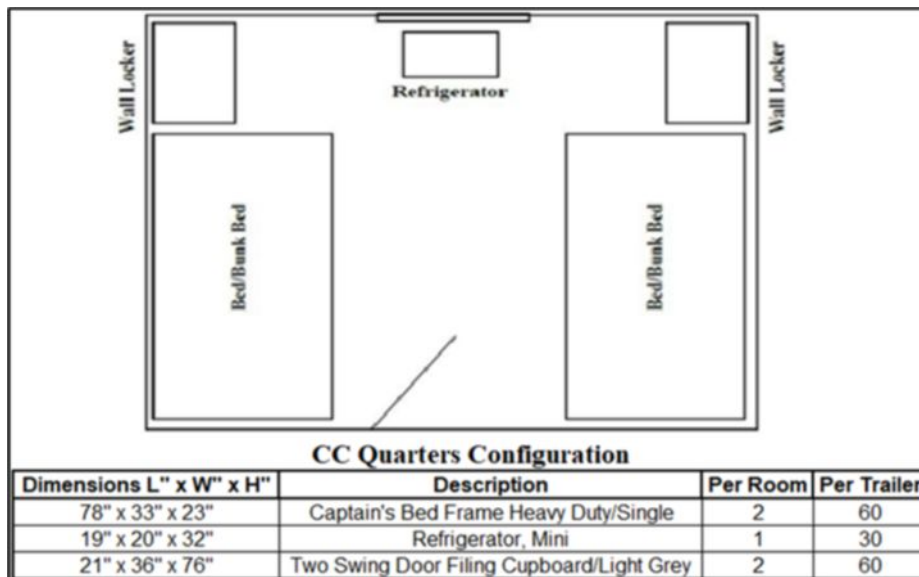


**Figure A5.2. BPC Four Bedroom Suite**



**Figure A5.3. CC Trailers**

A standard set up for a Double Stack (DS) room is 2 bed spaces, 2 wall lockers, and a refrigerator.



**Figure A5.4. BPC 1+0 Two Bedroom Suite**

