



DEPARTMENT OF THE AIR FORCE
HEADQUARTERS UNITED STATES AIR FORCE
WASHINGTON, DC

AFI32-6001_AFGM2

MEMORANDUM FOR DISTRIBUTION C
MAJCOMs/FOAs/DRUs

FROM: HQ USAF/A4/7
1030 Air Force Pentagon
Washington, DC 20330-1030

SUBJECT: Air Force Guidance Memorandum - Pets in Military, Government-Managed and Privatized Family Housing (Change to AFI 32-6001)

This is an AF Guidance Memorandum immediately changing AFI 32-6001, *Family Housing Management*. Compliance with this Memorandum is mandatory. To the extent directions are inconsistent with other Air Force publications the information herein prevails, in accordance with AFI 33-360, *Publications and Forms Management*.

This policy standardizes pet policies across the Air Force and is compatible with policies of other Services. The Installation Commander ensures residents in housing comply with applicable federal, state, local, and foreign country laws, installation-specific requirements for pet ownership, registration, control and vaccination, and adhere to the following guidelines. Installation Commander authorities, relating to the security or mission of the installation, the health, welfare, safety or security of persons on the installation or the maintenance of good order and discipline as established in law, regulation or military custom, remain unchanged. Pending and future project solicitations and project documents should require privatized housing project owners to support government standards and incorporate the standards into tenant leases to the extent consistent with applicable state and local law. For closed projects, the Air Force should coordinate with project owners in an attempt to incorporate the standards into project documents. Commanders address local requirements and processes in the base supplement and Housing Brochure.

a. Residents may not board dogs of any breed (including a mixed breed) that are deemed “aggressive or potentially aggressive,” unless the dog is a certified military working dog that is being boarded by its handler/trainer or approval is obtained by the Installation Commander in writing. For purposes of this policy, aggressive or potentially aggressive breeds of dogs are defined as a Pit Bull (American Staffordshire Bull Terrier or English Staffordshire Bull Terrier), Rottweiler, Doberman Pinscher, Chow and wolf hybrids. Prohibition also extends to other breeds of dogs or individual dogs that demonstrate or are known to demonstrate a propensity for dominant or aggressive behavior as indicated by any of the following type of behaviors:

- (1) Unprovoked barking, growling or snarling at people approaching the animal
- (2) Aggressively running along a fence line when people are present
- (3) Biting or scratching people

(4) Escaping confinement or restriction to chase people

b. Residents may not board exotic animals such as, but not limited to, reptiles, rodents (other than hamsters and guinea pigs), ferrets, hedgehogs, skunks, rats, raccoons, squirrels, pot bellied pigs, monkeys, arachnids, or any farm animal.

c. Pets must be secured with leashes or under positive control while outdoors, except in fenced patios and yards. Pets must not be left tied or unattended in exterior appurtenances or unfenced yards or allowed to run loose outside fenced yard.

d. Pet owners must maintain current immunizations on all pets. Dogs and cats are required to wear a collar or harness with current rabies and distemper vaccination attached.

e. Pet areas must be cleaned regularly to control and prevent vermin infestation. Pet feces must be picked up daily or immediately if the pet evacuates outside the patio or yard.

f. Operating a commercial kennel is prohibited.

g. For government controlled housing, the Installation Commander retains the authority to determine the following:

- (1) Number and type of pets allowed per household
- (2) Termination of residency for failure to remove aggressive or unruly pets

h. Project Owners determine the following in privatized housing:

- (1) Additional requirements for tenant liability insurance
- (2) Number and type of pets allowed per household
- (3) Termination of tenant lease for failure to remove aggressive or unruly pets
- (4) Charges for pet damages

This policy is effective immediately. Residents currently boarding pets prohibited by this policy may continue to board the pet until they terminate housing unless the pet demonstrates a propensity for behavior described in paragraph a. or if resident is in violation of their current Lease Agreement.

Ensure all records created as a result of processes prescribed in this Memorandum are maintained in accordance with AF Manual (AFMAN) 33-363, Management of Records, and disposed of in accordance with the Air Force Records Disposition Schedule (RDS) located at <https://afrims.amc.af.mil/>.

The policy established herein becomes void after 180 days have elapsed from the date of this Memorandum, or when incorporated by interim change or revision of AFI 32-6001. All attached enclosures are previously approved guidance changes that remain in effect and will be incorporated by interim change or revision of AFI 32-6001.

LOREN M. RENO
Lieutenant General, USAF
DCS/Logistics, Installations & Mission Support

Enclosure:

AFI32-6001_AFGM1, Sex Offenders in Military, Government-Managed and Privatized Family Housing

2 August 2010

MEMORANDUM FOR DISTRIBUTION
MAJCOMs/FOAs/DRUs

FROM: HQ USAF/A4/7
1260 Air Force Pentagon
Washington, DC 20330-1260

SUBJECT: Air Force Guidance Memorandum, Sex Offenders in Military, Government-Managed and Privatized Housing (Change to AFI 32-6001)

This is an AF Guidance Memorandum immediately changing AFI 32-6001, *Family Housing Management*. Compliance with this Memorandum is mandatory. To the extent its directions are inconsistent with other Air Force publications; the information herein prevails, in accordance with AFI 33-360, *Publications and Forms Management*.

This guidance memorandum requires Installation Commanders to immediately establish disclosure processes for persons assigned to or applying for military, government-managed and privatized housing who are sex offenders or who intend to have dependents who are sex offenders reside with them. In addition, Commanders must ensure all current residents comply with the requirements for disclosure and determine appropriate actions based on results of disclosure. Installation Commanders are authorized to restrict access to base facilities when determined necessary in the interest of good order and discipline or for the health and welfare of the installation population. This includes authorization to approve or disapprove applications for residency in military, government-managed and privatized housing from persons who are sex offenders or who intend to have dependents who are sex offenders reside with them. Since disclosure could impose residency restrictions, the process must be consistent with federal and state laws and established in coordination with the Installation Commander, Staff Judge Advocate, Security Forces and Government Housing Manager.

a. The Housing Management Office and/or privatized housing property manager ensures military and civilian housing applicants disclose all names of persons who will reside in the home and disclose if they are a sex offender and registered or required to register on the National Sex Offender Public website maintained by the United States Department of Justice, www.nsopw.gov, and the State Sex Offender Registry. Use AF Form 4422, *Sex Offender Disclosure and Acknowledgement*, as prescribed in AFI 32-6001, *Family Housing Management*, in conjunction with DD Form 1746, *Application for Assignment to Housing*, and when assigning members directly to unaccompanied housing. This disclosure notifies members and applicants of sex offender disclosure requirements and policies and memorializes their certification as to the sex offender status of each prospective resident. With respect to those

housing applicants who do disclose that a proposed resident of their home is a sex offender, the Housing Management Office should notify the privatized housing property manager if occupancy is approved or disapproved as soon as that decision is made by the Installation Commander.

b. The Staff Judge Advocate (SJA) consults on any case involving a housing applicant or other prospective resident of the home disclosed to be a sex offender. The SJA will verify that all resulting actions are conducted in accordance with state and federal law.

c. Security Forces (SF) advises leadership and coordinates on all actions with requests to allow sex offenders to reside in housing. SF verifies through state and federal registration databases that the individual is registered and coordinates with parole officers in the event the individual is under supervision.

d. Force Support Squadron (FSS) also coordinates on requests to allow sex offenders to reside in housing. The intent is to ensure all areas near or where children congregate are considered (e.g. home day care providers, etc.) and ensure home day care providers and others residing in the home are disclosed.

e. The Installation Commander determines whether to approve or disapprove housing applications of military members or civilians who disclose that they or another prospective resident of the home is a sex offender.

f. A member / housing applicant who discloses that he/she or another prospective resident of his or her home is a sex offender must provide required documentation, when requested, in order for the Installation Commander to make a final determination. Failure to disclose required information will result in denial of housing application and/or eviction from base housing. Documentation should include the following, but additional information may be required:

- (1) Whether the sex offender is the military member, civilian or dependent.
- (2) The nature and circumstances of the offense.
- (3) The precise criminal statute or law under which the person was convicted.
- (4) The state or jurisdiction in which the offense occurred and was adjudicated.
- (5) The time which has passed since the offense was committed.
- (6) The age of the offender at the time the offense was committed.
- (7) The age of the victim at the time the offense was committed.

(8) Evidence which tends to demonstrate the applicant's subsequent rehabilitation, exemplary conduct, or other commitment to obedience to law.

(9) Whether the conviction requiring registration has been reversed, vacated, or set aside or if the registrant has been granted an unconditional pardon of innocence for the offense requiring registration.

(10) Conditions of parole/probation or monitoring, if any.

Ensure all records created as a result of processes prescribed in this memorandum are maintained in accordance with AF Manual (AFMAN) 33-363, Management of Records, and disposed of in accordance with the Air Force Records Disposition Schedule (RDS) located at <https://afirms.amc.af.mil/>.

The guidance in this memorandum becomes void after 180 days have elapsed from the date of the memorandum, or incorporation by interim change to, or a rewrite of AFI 32-6001.

LOREN M. RENO
Lieutenant General, USAF
DCS/Logistics, Installations & Mission Support

Attachments:
AF Form 4422, Sex Offender Disclosure and Acknowledgement

SEX OFFENDER DISCLOSURE AND ACKNOWLEDGEMENT

Attach to application for military, government-managed and privatized housing

I, (print name) _____, have read and understand the policy. By signing this document, I certify under a penalty of perjury that neither I nor any person living in my household is a registered sex offender or required to register as a sex offender. I understand I am required to notify the installation housing office immediately if circumstances change so that this certification is no longer true. I understand the policies, procedures and consequences below apply to those persons who will reside with me, all of whom are listed on the DD Form 1746, ***Application for Assignment to Housing***.

POLICIES

Air Force Installations requires full disclosure from persons applying for military, government-managed or privatized housing who are sex offenders or who intend to have dependents who are sex offenders reside with them.

If you, or an authorized dependent who will reside with you, are found to be registered or are required to register as a sex offender under the laws of any state, you could be denied residency in Air Force military, government-managed and privatized housing.

If you, anyone living in your household or visitor is found to be a sex offender after you take occupancy, you may be subject to eviction and/or barment from the Installation.

Installation Commanders are authorized to approve or disapprove applications from persons for residency in military, government-managed and privatized housing when they or another prospective resident of the home is a sex offender.

PROCEDURES

Applicants who cannot sign this form because they or a dependent who will reside in the home with them is a sex offender will be required to submit written information and documentation, which may include but is not limited to the following, in order to be considered for housing by the Installation Commander:

1. Whether the sex offender is the military member, civilian or dependent
2. Nature and circumstances of the offense
3. Exact criminal statute or law under which the person was convicted
4. State or jurisdiction where the offense occurred and was adjudicated
5. Elapsed time since the offense was committed
6. Age of the offender at the time the offense was committed
7. Age of the victim at the time the offense was committed
8. Evidence that tends to demonstrate offender's rehabilitation, exemplary conduct, or other commitment to obeying the law
9. Whether the conviction requiring registration has been reversed, vacated, or set aside, or if the registrant has been granted unconditional pardon of innocence for the offense requiring registration
10. Conditions of parole/probation or monitoring, if any

CONSEQUENCES

Falsification of this form or any other information pertaining to your criminal history or sexual offenses will result in immediate denial of your application for or retention of military, government-managed or privatized housing.

Signature of Applicant

Date