

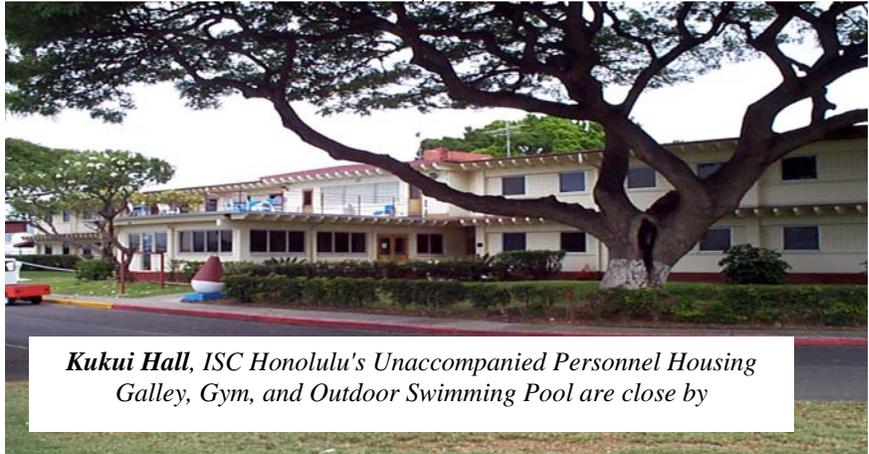
UNACCOMPANIED PERSONNEL HOUSING (UPH)

02/13/08: Updated by Bob Sullivan, ISC Honolulu

This Section addresses **berthing options** for unaccompanied members. Assignment to Government-owned UPH for single enlisted personnel E4 and below is mandatory. Those eligible to seek release from mandatory assignment and receive BAH (Afloat E4 and Ashore E4 and below) are required to receive approval via their chain of command from the ISC Honolulu Local Housing Officer. Members reporting to units in PACAREA are required to obtain a release from mandatory assignment to government quarters prior to receiving BAH per MLC PACINST 11101.11. Members are required to complete a Request for Housing Determination (MLCPACHSG-003) and an Application for Assignment to Military Housing (CG-5267). Submit these forms to the Local Housing Officer by e-mail to Robert.J.Sullivan@USCG.Mil or fax (808) 842-2074. Below forms can be accessed at: http://cgweb.d14.uscg.mil/ischon/W eb/housing/new_arrive.htm

1. [Request for Housing Assignment Determination \(MLCPHSG-003\)](#)
2. [Application for Assignment to Military Housing \(CG 5267\)](#)
3. Copy of your executed orders

All members currently stationed in Hawaii and transferring to another unit in Hawaii are still required to complete these forms. All members are highly encouraged to seek assistance from the ISC Housing Office upon arrival or by the next duty day after arrival for housing in brief and required paperwork



Kukui Hall, ISC Honolulu's Unaccompanied Personnel Housing Galley, Gym, and Outdoor Swimming Pool are close by

Personnel Assigned to Ashore Units

Ashore E4 and below personnel are assigned to the Kukui Hall UPH aboard ISC Honolulu ONLY if UPH occupancy rates fall below 95%. The UPH is primarily used to house Afloat E-3 and below personnel. Ashore E4 and below who desire to use their BAH entitlement and secure quarters on the local economy will be required to request a release via their chain of command from the Local Housing Officer (LHO), at the ISC Honolulu Housing Office.

Releases granted only if the UPH occupancy rate is 95% or greater.

Currently there exists no UPH-type quarters (CG-owned or leased) available for commissioned officers and unaccompanied E-5 and above. Leased housing typically is not available because BAH entitlements exceed average one-bedroom rental costs. Please see the **Unaccompanied Personnel Leased Housing Section** for possible exceptions.

Personnel Assigned to Afloat Units

All unaccompanied personnel, E-1 through E-4, reporting for duty to any CG **Afloat Unit** on Oahu will be assigned berthing aboard ship upon initial check-in. Afloat E-3 and below are not entitled to BAH, but may elect to seek UPH berthing at ISC Honolulu's Kukui Hall barracks. Afloat E-4s are eligible to receive BAH to reside on the economy but may be assigned to unaccompanied berthing if occupancy rate is less than 95%. Afloat E-4s who desire BAH and secure quarters on the economy must request release from mandatory assignment to UPH via their chain of command from the Local Housing Officer (ISC Honolulu Housing) prior to receiving their BAH entitlement.

Please contact the ISC Honolulu Housing Office at (808) 842-2073/2071, and/or your unit LHR for further information.

All unaccompanied E-5 and above Enlisted Personnel and Officers

assigned to floating units may either live aboard ship or draw BAH and live on the economy.

Personnel desiring to obtain Government-owned UPH berthing ashore must submit a written request via the ship's **Local Housing Representative (LHR)**. Your command can impose an afloat berthing break-in period for new crewmembers. The LHR must release crewmembers to obtain Government housing ashore and forward the member's completed housing application with an approved chit to the Local Housing Officer for assignment to UPH berthing.

Kukui Hall

Kukui Hall, ISC Honolulu's Unaccompanied Personnel Housing, on Sand Island, has 44 rooms. Sizes vary from 171 to 192 sq. ft. There are eight, double occupancy TAD rooms available. Each room has a refrigerator, microwave, and furniture. Adjoining rooms share a bathroom. UPH has centralized air conditioning, a storage room, laundry facilities, small library, sundeck, and a lounge with a big screen TV.

The UPH Barracks Manager is responsible for berthing assignments to Kukui Hall and can be reached at (808) 842-2975/2970 for further assistance. All check-in and check-out procedures will be coordinated through the Barracks Manager.

Unaccompanied Personnel Leased Housing (UPLH)

Unaccompanied Afloat E-4 and below may be eligible for UPLH (Unaccompanied Personnel Leased Housing) only when no UPH rooms are available (i.e., 100% occupancy). Assignments are managed by the LHO at the ISC Honolulu Housing Office. Policy Exceptions are given on a case-by-case basis.

Ashore E-4s and below with less than 4 years of service, may be eligible for living on the economy if the 98% occupancy rate is met at the Kukui Hall Barracks.. Contact the ISC Honolulu Housing Office for assistance and required forms at 808-842-2071 or 2073.

BEQ/UPH or Government-leased quarters are not available to **voluntary geographic bachelors**.

COMMSTA Honolulu

All unaccompanied E-1 thru E-6 assigned to COMMSTA Honolulu, will initially be assigned permanent quarters in NCTAMS BEQ if available. Unit LHR has details.

If BEQ is unavailable, COMMSTA personnel may obtain private rental on the economy and receive BAH. E4 and below are required to seek release from mandatory assignment to UPH berthing via their command from the ISC Honolulu LHO prior to receiving BAH entitlement. Please contact the ISC Honolulu Housing Office for further assistance with your rental search and how to receive a release, at (808) 842-2071 / 2073.

Air Station Barbers Point

All unaccompanied E-1 thru E-6 receive BAH to obtain an on-the-economy rental. All E4 and below are required to seek release from mandatory assignment to UPH berthing via their command from the ISC Honolulu LHO prior to receiving BAH entitlement. Please contact the ISC Honolulu Housing Office for further assistance with your rental search and release from UPH at (808) 842-2071 / 2073.

Looking for Civilian Rentals?

In addition to the newspaper classified ads, members looking for on-the-economy rentals should use the

Housing Service Office (HSO) (see the HSO information box below). HSO is a military agency with many civilian rental listings. They will help you obtain a satisfactory rental with the right contract terms. Contact the ISC Honolulu Housing Office for further assistance at (808) 842-2071 / 2073

Army Housing Service Office (HSO) Main Office

Location: (Temporary until 8 SEP 08) Fort Shafter Family Housing Office, 1507 Stream Rd., Ft Shafter Flats, HI

Hours: M-F, 0800-1700

Phone:
808-438-1522/1609/6198
Fax: 808-438-2977

DoD Referral website:
<http://hawaii.dodreferral.com>

TLA Status

Remember that if you are in a TLA status looking for on-the-economy rentals, you must follow the Oahu Temporary TLA UPH/BEQ/BOQ Requirements listed in the **Before You Arrive Section** of this handbook.

Neighbor Island Units

(Maui, Hawai'i, and Kauai) have a mixture of leased and owned Government berthing for most unaccompanied members. Housing on-the-economy is only an option if Government quarters are unavailable. Afloat E4 and Ashore E4 and below (are required to seek release from mandatory UPH assignment via their command from the ISC Honolulu LHO prior to receiving BAH entitlement. Please contact the ISC Honolulu Housing Office at (808) 842-2071/2073 and/or your Unit LHR for further assistance.