

## **IMEF / MCIWEST Unaccompanied Housing** **Resident Rights & Responsibilities**

**The following rights for residents living in government-controlled Unaccompanied Housing are as follows:**

1. The right to reside in a barracks room and a community that meets applicable health and environmental standards.
2. The right to reside in a community that is safe and secure.
3. The right to verify the condition and cleanliness of the assigned room and furnishings during check-in and check-out inspections.
4. The right to clearly defined regulations regarding occupancy and use of common areas and amenities.
5. The right to report inadequate housing standards or deficits in habitability of the barracks room to the facilities staff and the chain of command without fear of:
  - a. Reprisal or retaliation.
  - b. Interference with right to privacy or harassment as a resident.
  - c. Refusal to honor the terms of occupancy.
6. Suitability and Habitability: The following is the minimum standard for a suitable room. If the below conditions are not met, the Marine or Sailor has the responsibility to refuse the room. After room assignment, if any of the below conditions become unmet and cannot be remedied in a reasonable timeline, the resident has the right to be moved to a different room.
  - a. Room is clean and sanitized.
  - b. Room has proper egress.
  - c. Room has running hot and cold water.
  - d. Room has functional lights and outlets.
  - e. Room has operational toilet, sink, shower, smoke detection and fire alarm system.
  - f. Room is free of rodent/insect infestation or other environmental factors constituting a severe health or safety risk.
  - g. Room has the following items that are present, clean, and functioning:
    - i. Door lock
    - ii. Windows, screens, and window locks
    - iii. Microwave
    - iv. Refrigerator
    - v. One bed per resident with frame, mattress, headboard, bedding (per design)
    - vi. One securable secretariat, drawer or similar for storage per resident
    - vii. One chair per resident.
7. Resident will have 7 days after completion of the joint inspection to report any additional discrepancies to the room. If the barracks manager validates that the discrepancy is not due to the fault of the resident, the resident's joint inspection checklist will be updated in eMH.

## **I MEF / MCIWEST Unaccompanied Housing** **Resident Rights & Responsibilities**

**The following responsibilities for residents living in government-controlled Unaccompanied Housing (UH) are as follows:**

1. The responsibility to conduct initial room inspection and inventory. Ensure that all discrepancies are annotated on inventory sheet.
2. The responsibility to take pride and ownership of your assigned quarters, common areas and amenities, and to comply with UH Rules and Regulations.
3. The responsibility to maintain Daily Living Standards in accordance with the Resident's Guide to Barracks Life.
4. The responsibility to allow access to your room and shared space for inspections, necessary maintenance, and repairs.
5. The responsibility to report any maintenance issues in your space. Immediately report any room damages, safety, and security issues to the Barracks Manager utilizing QSRMax and track all work orders to completion. Ensure that the Responsible Officer is also informed of any work orders submitted.
6. The responsibility to provide a minimum of 30 days notification prior to moveout in order to allow time for pre-inspection and correction of discrepancies before the next resident moves in.
7. The responsibility for any damage to the room that you are found liable for, either through self-help repair or payment. Intentional damage to the room or government-provided furniture will result in administrative or legal action and be fixed or paid for by the resident.
8. The responsibility to operate and park your Privately-Owned Vehicle (POV) in accordance with applicable laws, regulations, and installation policies. Illegally parked or abandoned POVs will be towed at owner expense.

By signing below, you acknowledge your Rights & Responsibilities as a resident of I MEF/MCIWEST UH Housing. A copy of this form will be maintained in the Enterprise Housing Module (eMH) under your name and room assignment.

RI Printed Rank & Name: \_\_\_\_\_

\_\_\_\_\_  
Signature of Responsible Individual

Barracks Bldg # \_\_\_\_\_

Barracks Room # \_\_\_\_\_

BEQ / Bldg Manager \_\_\_\_\_