



DEPARTMENT OF THE ARMY
US ARMY INSTALLATION MANAGEMENT COMMAND
HEADQUARTERS, UNITED STATES ARMY GARRISON, FORT BELVOIR
9820 FLAGLER ROAD, SUITE 213
FORT BELVOIR, VIRGINIA 22060-5928

REPLY TO
ATTENTION OF

IMNE-BEL-PW

12 February 2011

MEMORANDUM FOR US Army Fort Belvoir Personnel

SUBJECT: Fort Belvoir Policy Memorandum #35, Authorized Reserved Parking

1. PURPOSE. To provide guidance on designation of reserved parking spaces.
2. APPLICABILITY. This policy applies to any garrison or tenant agency, activity, company or individual who desires designation of reserved parking spaces.
3. POLICY. Any garrison or tenant agency, activity, company, or individual who desires to have reserved parking spaces designated must submit a request through the Directorate of Public Works (DPW) to the Garrison Commander (GC) for approval. DPW will use the following criteria to evaluate the request and make recommendations to the GC.
 - a. The maximum number of parking spaces available should be for first come – first served.
 - b. Mandatory requirements will be met first, to include the appropriate number of handicapped parking spaces, No Parking zones, and any others required by law, regulation, or ordered by the GC.
 - c. For organizations within a fenced enclave, (Defense Logistics Agency, Davison Army Airfield, Intelligence and Security Command, National Geospatial Intelligence Agency, Night Vision Laboratory and Mark Center), the Senior Commander/Director will be the approving official for reserved parking. Mandatory requirements in paragraph 3b must be met.
 - d. Commanders, directors, agency heads, and their senior enlisted advisors are authorized a reserved parking space.
 - e. Four General Officer/Senior Executive Service and four Command Sergeant Major reserved parking spaces will be designated at the Post Exchange and the Commissary. All other requests for reserved parking will be submitted with supporting justification through DPW to the GC for approval.

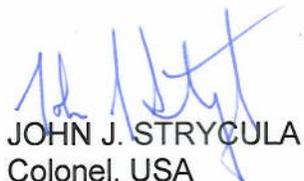
“LEADERS IN EXCELLENCE”

IMNE-BEL-PW

SUBJECT: Fort Belvoir Policy Memorandum #35, Authorized Reserved Parking

f. Parking spaces designated by either position title or rank, such as for commanders, sergeants major, or others, are courtesy parking spaces and not enforceable by the military police. Parking spaces so designated do not meet the requirements of any punitive (punishable) law or regulation. Those spaces should be honored as a matter of military courtesy.

4. PROPONENT. The Directorate of Public Works is the proponent for this policy at (703) 806-3005.



JOHN J. STRYCULA
Colonel, USA
Commanding