

Department of the Army
Pamphlet 415-28

Construction

Guide to Army Real Property Category Codes

Headquarters
Department of the Army
Washington, DC
10 July 2013

UNCLASSIFIED

SUMMARY of CHANGE

DA PAM 415-28
Guide to Army Real Property Category Codes

This major revision, dated 10 July 2013--

- o Revises and reformats the Department of the Army Pamphlet, moving the list of Army category codes out of the Department of the Army Pamphlet 415-28 and into the Assistant Chief of Staff for Installation Management Corporate applications, at <https://www.acsim-apps.army.mil/> Headquarters Installation Information System, Library Tab (primary), document titled "Updates to Army Real Property Category Codes", Installation Status Report (backup), and Real Property Planning and Analysis System (backup) (throughout).
- o References the new "Updates to Army Real Property Category Codes", in appendix A (throughout).
- o Provides full descriptions and definitions of new category codes; provides adjustments to various existing category codes to include, change in real property asset type, facility analysis category assignment, unit of measure, title, and definition (that is, Training Ranges and Training Facilities Other Than Buildings, and Bridges and Drainage Ditch) and moves the contents to the "Updates to Army Real Property Category Codes" located in the Office of the Assistant Chief of Staff, Installation Management Corporate applications, at <https://www.acsim-apps.army.mil/> Headquarters Installation Information System, Library Tab (throughout).
- o Makes multiple changes to Department of Defense facility analysis categories to include, title, definition, unit of measure, upper limit and reset value and new facility analysis categories and moves the contents to the new "Updates to Army Real Property Category Codes" located in the Assistant Chief of Staff for Installation Management Corporate applications, at <https://www.acsim-apps.army.mil/> Headquarters Installation Information System, Library Tab (throughout).
- o Removes any reference to the "Army Criteria Tracking System" as this is no longer an active system (throughout).
- o Eliminates real property asset type of "utilities" and adds real property asset type of "linear structure". Facilities previously indicated as "utilities" are now either "structures" or "linear structures" (throughout).
- o Changes "facility" to "asset" when the term "facility" is used in reference to "real property asset type" (throughout).
- o Changes "unit of measure one" to "primary unit of measure"; "unit of measure two" to "secondary unit of measure"; and "program unit of measure" to "facility analysis category unit of measure", in accordance with the Office of the Secretary of Defense Real Property Inventory Model (throughout).
- o Updates references and makes administrative changes (throughout).

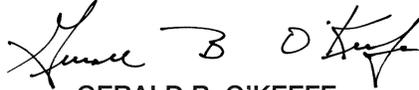
Construction

Guide to Army Real Property Category Codes

By Order of the Secretary of the Army:

RAYMOND T. ODIERNO
General, United States Army
Chief of Staff

Official:



GERALD B. O'KEEFE
Acting Administrative Assistant
to the Secretary of the Army

History. This publication is a major revision.

Summary. This pamphlet establishes standard real property categories for classifying real property, together with a numerical category code based on a hierarchy of grouping. The Army provides the pamphlet to implement a standard real

property coding system on all installations to account for Army-owned and Army-planned facilities. Use this pamphlet in conjunction with Army Regulation 415–28.

Applicability. This pamphlet applies to the Active Army, The Army National Guard/Army National Guard of the United States, and the U.S. Army Reserve, unless otherwise stated. This pamphlet applies to those that are involved in construction, planning, maintenance, rehabilitation, inventory, classification, and analysis of Army real property facilities.

Proponent and exception authority. The proponent of this pamphlet is the Assistant Chief of Staff for Installation Management. The proponent has the authority to approve exceptions or waivers to this pamphlet that are consistent with controlling law and regulations. The proponent may delegate this approval authority, in writing, to a division chief within the proponent agency or its direct reporting unit

or field operating agency, in the grade of colonel or the civilian equivalent.

Suggested improvements. Users are invited to send comments and suggested improvements on DA Form 2028 (Recommended Changes to Publications and Blank Forms) directly to the Assistant Chief of Staff for Installation Management, DAIM–ODO, 600 Army Pentagon, Washington, DC 20310–0600.

Distribution. This publication is available in electronic media only and is intended for command levels C, D, and/or E for the Active Army, the Army National Guard/Army National Guard of the United States, and the U.S. Army Reserve.

Contents (Listed by paragraph and page number)

Chapter 1

Introduction, *page 1*

Purpose • 1–1, *page 1*

References • 1–2, *page 1*

Explanation of abbreviations and terms • 1–3, *page 1*

Chapter 2

Category Codes, *page 1*

Category code • 2–1, *page 1*

Digit identification within category codes • 2–2, *page 2*

Long title • 2–3, *page 2*

Short title • 2–4, *page 2*

Definition • 2–5, *page 2*

Units of measure in reports • 2–6, *page 2*

Facility measurements guidelines • 2–7, *page 3*

Space management • 2–8, *page 4*

Real property asset type code • 2–9, *page 4*

Facility analysis category • 2–10, *page 5*

*This pamphlet supersedes DA Pam 415–28, dated 11 April 2006.

Contents—Continued

Facility category groups • 2-11, *page 5*

Headquarters, Department of the Army Staff proponent for the facility category • 2-12, *page 5*

General ledger accounting code • 2-13, *page 5*

Investment category • 2-14, *page 5*

Procedures for assigning category codes and requesting new category codes • 2-15, *page 5*

Appendix A. References, *page 7*

Glossary

Chapter 1 Introduction

1-1. Purpose

This pamphlet establishes standard real property categories that are used together with a numerical facility category code (CATCD) based on a hierarchical grouping of similar facility types to classify real property. The Army provides this pamphlet to implement a standard real property coding system on all installations to account for Army-owned, Army-leased or otherwise managed, and Army-planned facilities. This pamphlet also defines each real property facility category by associating its CATCD, facility type, description, measurement units, facility analysis category (FAC), facility category group (FCG), Department of the Army Staff facility category functional proponent, general ledger account code (GLAC), and investment category (IC).

1-2. References

Required and related publications and prescribed and referenced forms are listed in appendix A.

1-3. Explanation of abbreviations and terms

Abbreviations and special terms used in this regulation are explained in the glossary.

Chapter 2 Category Codes

2-1. Category code

a. A real property CATCD is an Army-developed five-digit number used to classify a specific category of real property assets (RPAs) and identify the functional nature of the RPA. They will be used from the planning stages through the cycle of programming, budgeting, accounting, and reporting when processing acquisition, construction, inventory, maintenance, and disposal actions. When planning begins, each facility item will be given at least one five-digit CATCD and long title. CATCDs are built digit-by-digit based on a hierarchy of grouping and associated measurement units for RPAs within each CATCD. Classify every Army RPA with an appropriate CATCD and record this code in the real property database.

b. The five-digit CATCDs will be used in all systems and programs classifying items of real property. Certain Army organizations, as approved by the Assistant Chief of Staff for Installation Management (ACSIM), have derived seven-digit CATCDs for their own use to better identify items of real property at installations. These expanded CATCDs must maintain the same units of measure as the five-digit parent CATCDs. Expanded seven-digit CATCDs are for local use only and data at the seven-digit level will not be passed to other commands. All upward reporting of items in the real property inventory (RPI) will use five-digit CATCDs.

c. For each real property CATCD, the following information will be maintained:

- (1) Numeric CATCDs (five-digits).
- (2) CATCDs long title.
- (3) CATCDs short title (limited to 15 characters).
- (4) A detailed definition and/or description.
- (5) Primary unit of measure (UM).
- (6) Secondary unit of measure, if applicable.
- (7) Real property asset type code.
- (8) Corresponding facility analysis category (FAC) code (four-digit), title, FAC UM (formerly program UM), and description.
- (9) HQDA Staff Proponent for the Facilities Category.
- (10) FCG code, title, and UM.
- (11) GLAC.
- (12) IC.

d. CATCDs will not be used solely to describe a facility by occupant, size, or location.

e. Some CATCDs will only be used when the internal function of the facility is located separately from the main facility with which it is normally associated. For example, a facility will carry the CATCD of the compact item repair shop (21415) when this operation is conducted in a facility separate from the vehicle maintenance shop (21410). If functions of the compact item repair shop are conducted within a single facility vehicle maintenance shop, the entire facility is assigned CATCD 21410.

f. Space in multipurpose buildings or structures will be reported as follows:

- (1) Each functional use of one thousand (1,000) gross square feet or more of contiguous area that is identifiable by a specific five-digit CATCD will be reported under that CATCD. If deemed necessary by Army Commands, Army

Service Component Commands, Direct Reporting Units, or installations, this may be a cumulative total rather than contiguous space within a building.

(2) Space as described above with area less than one thousand (1,000) gross square feet and considered by the installation, or higher headquarters, to be important to the management of real property will also be reported.

(3) Space assigned to a non-Army agency must be identified regardless of size and function.

g. Category Codes formerly provided in appendix B of this pamphlet can now be found at the ACSIM Corporate applications, at [https://www.acsim-apps.army.mil/Headquarters Installation Information System \(HQIIS\)](https://www.acsim-apps.army.mil/Headquarters%20Installation%20Information%20System%20(HQIIS)), Library Tab, document titled "Updates to Army Real Property Category Codes".

2-2. Digit identification within category codes

a. *First digit, Department of Defense facility classes (or DOD RPA classes).* The first digit identifies the facility class that is the broadest facilities breakout. Office of the Secretary of Defense (OSD) specifies the nine facility classes as—

- (1) Operational and training facilities (1).
- (2) Maintenance and production facilities (2).
- (3) Research, development, test, and evaluation facilities (3).
- (4) Supply facilities (4).
- (5) Hospital and medical facilities (5).
- (6) Administrative facilities (6).
- (7) Housing and community facilities (7).
- (8) Utilities and ground improvements (8).
- (9) Real estate (9).

b. *Second digit, DOD category groups.* The second digit identifies the category group. Category groups denote the major RPA types within a facility class (or DOD RPA Class). Category groups vary from facility (RPA) class to facility (RPA) class and are prescribed by OSD. For example, category group 1 under operational and training facilities is airfield pavements, while category group 1 under maintenance and production facilities is maintenance.

c. *Third digit, DOD basic category code.* The third digit is used with the first two digits to form a three-digit basic category number. Basic category is a designation for a collection of facilities (RPAs) within the category group that are similar in function. OSD specifies the basic categories available for use within each category group.

d. *Fourth digit, DOD facility analysis category code.* The fourth digit is used with the three-digit basic category number to form a four-digit FAC number. A FAC denotes the facility (RPA) types within a basic category grouped by commonality of function, construction cost, and maintenance and repair cost. OSD developed the FAC for both classification and analysis. For classification purposes, existing Army CATCDs that already comply with the three-digit schema may or may not comply in the fourth digit with the FAC in which the category is included.

e. *Fifth digit, facility category code.* All five digits (three digits from the basic category plus the fourth and fifth digits, or four digits from the FAC plus a fifth digit), make up the Army real property CATCD. The five-digit CATCD is the level of classification and reporting required by the Department of the Army for each item of real property.

2-3. Long title

The long title is the full descriptive name of the CATCD. Example: Military Entrance Processing Station (MEPS).

2-4. Short title

The short title is the shorter name of the CATCD, not to exceed 15 characters, to be utilized within the various systems: Example: MEPS.

2-5. Definition

Description of the facilities that can be included in this category of facilities and how to measure them.

2-6. Units of measure in reports

a. The DOD Real Property Classification System (RPCS) contains a list of UMs and abbreviations used to report the real property inventory per AR 405-45. In the RPCS three of the entries are "UM": primary UM, secondary UM and FAC UM. The abbreviations in these entries indicate the units in which specific items are to be reported.

(1) Square feet (SF), square yards (SY), and acres (AC) are the only UMs to be used to describe area. All other UMs are used to describe the length, capacity, or occurrence. The Primary UM for each CATCD will be the same as the FAC UM for the CATCDs, regardless of area or capacity, and must conform to DOD instructions.

(2) The FAC UM (formerly program UM) is used with reports required by AR 140-483, AR 420-1, and all other 415-series regulations. This entry is for use in the preparation and submission of the construction budget of the Army. The UM provided in this entry must be used for construction budget submissions and must be reported for each CATCD exactly as listed in the RPCS. The FAC UM is designated by DOD and is always the same as the primary UM entry.

- b. Report utility distribution or transmission systems in the real property inventory in accordance with AR 405–45.
- c. The UM of SF will be the primary unit for real property reporting of all buildings. For the purpose of this regulation, a building is defined as a facility constructed on a space of land, covered by a roof, enclosed by walls, and usually with flooring. All buildings will have a UM of SF. Facilities other than buildings (that is, some structures) may also have a UM of SF and, therefore, an installation total of SF will contain both buildings and structures.
- d. Some CATCDs will have both a primary UM and a secondary UM required for reporting. This applies most commonly to buildings such as family housing, barracks, and hospitals when the space and maximum capacity must both be described.

2–7. Facility measurements guidelines

This section provides guidance on how to determine the quantity that should be reported for a given unit of measure.

a. *Buildings.* Report the gross area of the building. Calculate the gross area by measuring the dimension to the outside face of the building exterior enclosure walls and multiplying the length dimension by the width by the number of full floors. Measure length times width of partial floors and add to the full floor gross square footage. Gross area includes: basements, above-grade floors, mezzanines, service and equipment rooms, boiler plant and heater rooms, penthouses, covered and raised loading platforms and/or facilities, and the following if enclosed: passages, walkways, porches, balconies, and stairs. Calculate the following exterior spaces as half areas: covered but not enclosed walkways, breezeways, corridors, ramps, porches and balconies; covered and uncovered open stairs; uncovered raised loading platforms; and covered ground level and covered and/or uncovered below grade loading facilities. Measure exterior covered areas from the face of the enclosure wall to the edge of the covered area served. Exclude the following spaces from gross area: roof overhangs and soffits for weather protection; exterior uncovered walks, ramps, and paved terraces; enclosed crawl spaces, utility tunnels, raceways, catwalks, and platforms; and attic areas with an average ceiling height of less than seven feet (2.1 meters). For non-rectangular buildings, adjust the gross area calculation to correspond to the actual footprint rather than length time width.

b. *Structures.* Structure units of measure can be SF, SY, or any of the other valid UM in the update. For structures measured in SF and under a roof, measure the area as the square footage under the roof, which is the length of the structure times the width. For structures measured in SF but without a roof, measure the area on the ground that is part of the structure. For structures measured in SY, calculate the area in square yards of pavements, roads, parking, and so on by multiplying the length (in feet) by the width (in feet) of the pavement and dividing by nine to calculate SY (length in feet × width in feet / 9 = SY). Guidance for structures measured in other than SF or SY, see subparagraph f of this paragraph.

c. *Linear structures.* Calculate the length of the road, runway, dike, ditch, or fence by simply measuring the length in linear feet (LF) or in miles (MI) down the centerline of the facility. (Note that one linear mile = 5,280 LF). If the linear structure is measured in SY, then multiply the length by the width (length in feet × width in feet / 9 = SY). If the width varies along the length of the linear structure, then use smaller geometric shapes to determine the total SY. If segmentation of the linear structure is required, the information provided through the linear structure segmentation will serve as the basis for the quantity in the linear structure real property facility record. In other words, the quantity of the linear structure must equal the sum of the quantities of its segments. As new segments are added, the total quantity is updated for the linear structure real property record.

d. *Land.* Each tract of land should be its own facility record and not consolidated with land from other tracts. Calculate the area of each land tract in AC by multiplying the length by the width in feet and dividing by 43,560 SF/acre (length × width / 43,560 = AC). (Note that one square mile = 640 acres.) If the land tract is not rectangular, calculate the actual land area using geometric shapes.

e. *Guidance for UM not SF or SY.* The following general guidance is provided for primary or secondary quantities not measured in SF or SY.

f. Report the storage capacity of a storage building in cubic feet (CF). Calculate CF by multiplying the net usable storage area by the appropriate stacking height (net usable area × stacking height = CF). Net usable storage area is the net floor space less area taken by aisles. Net floor space is the gross floor area less space taken by outside walls, interior partitions, stair towers, and similar space not usable for storage.

g. Measure liquid storage capacity in gallons (GA) or in barrels (BL). (Note that one BL = 42 GA of liquid.)

h. Measure (pump) flow rates in gallons per minute (GM) based upon the flow rate of the pump facilities (in other words, the number of GM that can be pumped into the aircraft and/or fuel truck).

i. Measure discharge capacity in thousands of gallons per day (KG) as the amount of liquid that can be discharged during a 24-hour period under normal conditions.

j. Report electrical power generation with unit of measure kilowatts (KW). Report substations and transformers in kilovolt-amperes (KV). Kilovolt-amperes are defined as units of apparent power in an alternating-current circuit equal to 1,000 volt-amperes. Report the capacity of the plant and/or generator and not the amount of power actually produced (it varies). If the capacity data are not available in the appropriate unit of measure, convert the design capacity in KW from quantities in KV (typically found on data plates or in design documents) using the following equation: kilowatts (KW) = 0.85 x Kilovolt amperes (KV).

k. Unit of measure operating units (OU) measures the operating capacity of the facility by counting the number of examination/operating chairs (in other words, one examination chair = one OU).

l. Unit of measure spaces (SP) is the capacity of the building based upon the most recent approved criteria. Calculate SP by dividing the net or gross square footage by the most recent approved criteria per space. Unit of measure persons (PN) is used to designate the capacity of the building at the time of construction or renovation. Calculate PN by dividing the net or gross square footage by the criteria applicable at the time of construction or the most recent renovation. In other words, a facility constructed in 1995 and never renovated would report spaces as SF/current criteria and persons as SF/1995 criteria.

m. Use seats (SE) to report the seating capacity of a facility as the number of persons who could be seated simultaneously at desks or on seats, bar stools, and places at a table for chair seating. Do not count standing-only space as seats.

n. Report refrigerating capacity with unit of measure tons (TN). One ton is defined as a rate of heat flow equal to 200 British thermal units (BTUs) per minute, or approximately 3,516.85 watts. Report the cooling capacity that could be created by the plant/machinery and not the amount of cooling actually produced (it varies). (Note that one ton = 2,000 pounds of cooling capacity.)

o. Report heating capacity with unit of measure millions of British thermal units (MB) (one MB = one million BTUs). Be careful to understand you are reporting millions of BTU and not thousands of BTU which is a more common civilian reporting unit of measure.

p. Use vehicles (VE) to report capacity of maintenance type facilities where a single bay (32 feet × 32 feet) is one VE, and a double bay (64 feet × 32 feet) is two VE (in other words, vehicles and bays are used interchangeably).

q. Calculate the length of the road, runway, dike, ditch, and so on by simply measuring the length in feet (LF) or in miles (MI) down the centerline. (Note that one linear mile = 5,280 LF.)

r. Each (EA) can be counted either as an occurrence count of the facility (in other words, one facility), or as the number of something within a single facility. See category code description in Update to determine what to count.

s. Firing points (FP) are fixed locations on the firing line of a live fire range.

t. Lanes (LN) on a fire and maneuver range represent trails or paths along which the unit to be trained (company or platoon) moves within the range complex.

u. Acres (AC) for maneuver areas or other ranges represent the amount of space included in that facility record. Where ranges overlap, some of the acres may be counted in both ranges. Maneuver areas in the real property inventory should correspond to the number, size and shape of maneuver areas designated by the training community or range control.

2-8. Space management

While the real property inventory measures buildings in gross square feet, space allocation can be based on net square feet. If the net area is needed for space allocation purposes, calculate the net floor area of a building floor as the total gross area contribution of a floor, less space occupied by the following: outside walls; permanent hallways and corridors; permanent interior partitions; stairwells; elevator shafts and equipment; telecommunications space; toilets; janitors' closets; basements and mezzanines unsuitable for occupancy; machinery and equipment used for heating, ventilation, and air-conditioning the building; and machinery and equipment used to provide electrical power, water, and waster for the building. Measure net area in rooms to the inside faces of the room or space walls.

2-9. Real property asset type code

Each item of real property is defined as a real property asset (RPA). The Army uses four RPA types for both classification and analysis purposes. RPA types are the first level of aggregation of an installation real property inventory of individual facilities. Every CATCD is associated with only one of the four different RPA types. RPA types are specified as:

a. *Land (L)*. Comprises whole, or part, of a military installation under custody and accountability of the Army. Measure land in acres. Facilities designated as land include land acquired by purchase, condemnation, donation, or transfer. Also included are reclaimed or accredited lands if the title is vested in the Federal Government and such lands are under the custody and accountability of the Army as well as land furnished rent-free or leased by host-nation governments under a memorandum of agreement and/or memorandum of understanding.

b. *Building (B)*. A real property facility constructed on a space of land that is completely enclosed by a roof, walls, and usually flooring. It normally serves the purpose of occupancy, such as a headquarters, dwelling, office, storehouse, factory, laboratory, or hospital. Measure all buildings in square feet.

c. *Structure (S)*. Any real property facility that is not classified as a building, linear structure, or land by the definitions in this section. Typical examples are training towers, firing ranges, and athletic fields. Structures have a variety of primary units of measure.

d. *Linear structure (LS)*. A linear structure is a facility whose function requires that it traverse land (such as a road,

rail line, pipeline, fence, or sidewalk). This includes distribution systems that provide a common service or commodity to more than one building or structure.

2-10. Facility analysis category

A FAC denotes a collection of category codes with the same facility (RPA) type within a basic category grouped by commonality of function, construction cost, and maintenance and repair cost identified by a four-digit code consisting of the basic category three digits and a unique fourth digit. OSD developed the FAC for both classification and analysis.

2-11. Facility category groups

Facility category groups (FCGs) are defined as an aggregation of one or more CATCDs that have similar functional purpose and the same unit of measure. Each FCG is defined by the composition of the CATCDs contained within it. Each FCG has a corresponding alphanumeric designation that is a six-character code (an upper case "F" and five numbers). The Army uses the FCG for analysis, not for real property classification.

2-12. Headquarters, Department of the Army Staff proponent for the facility category

The Headquarters, Department of the Army (HQDA) Staff proponents for the facility categories are responsible for assisting with development and updating of facility standards, reviewing and updating the real property CATCDs and/or descriptions; assisting with development of space planning criteria and/or Real Property Planning and Analysis System (RPLANS) algorithms ensuring they are in alignment with facility standards, and developing the Installation Status Report (ISR) mission rating assessment standards. CATCDs and/or descriptions are published in the "Updates to Army Real Property Category Codes" located at [https://www.acsim-apps.army.mil/Headquarters Installation Information System \(HQIIS\), Library Tab. Tab C of the "Updates to Army Real Property Category Codes"](https://www.acsim-apps.army.mil/Headquarters%20Installation%20Information%20System%20(HQIIS),%20Library%20Tab.%20C%20of%20the%20%20Updates%20to%20Army%20Real%20Property%20Category%20Codes) lists the Functional Proponent for each facility category code. Additionally, Tab G lists the Functional Proponents identified for the Facility Types with existing Army Standards (reference AR 420-1, Army Facilities Management, Army Facilities Standardization Program).

2-13. General ledger accounting code

Each CATCD in the "Update to Army Real Property Category Codes" listing has been assigned a GLAC in accordance with Defense Finance and Accounting Service (DFAS)-Indianapolis 37-1 Regulation. The standard GLAC titles are as follows:

- a. GLAC 1710 - Land.
- b. GLAC 1730 - Buildings.
- c. GLAC 1740 - Other structures and facilities.
- d. GLAC 1810 - Facilities under capital lease.
- e. GLAC 1820 - Leasehold improvements.

2-14. Investment category

A summary-level code used to group or combine related CATCDs. The Plant Replacement Value Analysis by Fiscal Year (Yellow Book) is done at the investment category level. There are 20 investment categories (see "Updates to Army Real Property Codes").

2-15. Procedures for assigning category codes and requesting new category codes

A proper facility CATCD will be assigned to each item of real property at the installation and to each project when the initial construction request document (DD Form 1391, FY__ Military Construction Project Data) is prepared. The following steps are to be used by installations in determining the correct category code for all installation facilities:

- a. Determine the appropriate facility class for the facility to determine the first digit.
- b. Determine the three-digit basic category. This determines the second and third digits.
- c. Select the five-digit category code and description that best describes the facility or the predominant design use of the facility in question.
- d. Should the installation not be able to determine if there is a five-digit category code appropriate for the facility, re-evaluate the appropriateness of the basic category and see if there are appropriate real property categories within another basic category.
- e. If an appropriate category for the facility still cannot be determined or if in question, then use the following procedures:
 - (1) The installation real property office should contact their Army Command Headquarters or Installation Accountable Organization real property office for assistance in determining if an existing category code is acceptable.
 - (2) If the Army command is unable to determine the appropriate category code, the Army command real property office should coordinate with the Office of the Assistant Chief of Staff for Installation Management (OACSIM) real

property office (DAIM-ODO) for assistance. OACSIM will either recommend an existing CATCD or begin the process to obtain a new CATCD. When contacting OACSIM you must provide them with the following information:

- (a) Proposed long title of the requested CATCD.
- (b) Proposed short title (15 characters or less) of the requested CATCD.
- (c) RPA Type Code (previously Facility Type) (Land, Building, Structure, Linear Structure).
- (d) Army staff (ARSTAF) Proponent: The organization responsible for this type of facility (for example Deputy Chief of Staff (DCS), G-4; DCS, G-3; and OACSIM facilities), are referenced in the OACSIM Corporate applications at <https://www.acsim-apps.army.mil/> Headquarters Installation Information System, Library Tab, within the document titled "Updates to Army Real Property Category Codes", Tab C,
- (e) General Ledger Account Code (GLAC): (if known).
- (f) Investment code: (if known).
- (g) A detailed description of the facility in question.
- (h) A photograph of the facility (if available) or;
- (i) Detailed facility standards and DD Form 1354, Transfer and Acceptance of DOD Real Property, (if new construction).

(3) OACSIM will verify the ARSTAF proponent for the proposed CATCD. Then, in coordination with the ARSTAF proponent and OSD Real Property Classification Panel (RPCP), determine the need for and, where warranted, develop a new CATCD and definition for the facility in question. If a FAC also does not exist, the RPCP will develop one for use in developing the CATCD.

(4) Once the new CATCD is determined and a complete definition has been written (including long and short titles), OACSIM will ensure that the following actions are completed before the new CATCD is published to the OACSIM Corporate applications, at <https://www.acsim-apps.army.mil/> Headquarters Installation Information System, Library Tab, within the document titled "Updates to Army Real Property Category Codes":

(a) Work with the ARSTAF proponent to develop criteria for calculating CATCD allowances (where feasible) based on use and need at unit, site, installation or base level (as appropriate).

(b) Develop a construction unit cost factor based on the appropriate UM (with the U.S. Army Corps of Engineers (USACE)).

(c) Develop cost factors for sustainment and renovation (with the Cost and Economic Analysis Center).

(d) Determine the appropriate FCG (with OACSIM DAIM-ODO, Real Property Planning & Analysis System (RPLANS) Program Manager).

(e) Determine the appropriate training data analysis center (with OACSIM DAIM-RDR, DFAS 37-100).

(f) Determine the appropriate investment category (IC).

(g) Determine the appropriate GLAC.

(h) Coordinate with points of contact for all systems to ensure that these systems can properly process the proposed CATCD.

(i) Coordinate with USACE to ensure that the CATCD is identified for use in the military construction and/or nonappropriated fund new construction process.

(j) Coordinate the proposed new or revised CATCD with the relevant Army Staff for concurrence.

(5) Upon completion of all actions in paragraph three and four above, OACSIM will publish the changes as an update to the Army Real Property Category Codes no less than twice a year, now to be found in the OACSIM Corporate applications, at <https://www.acsim-apps.army.mil/> Headquarters Installation Information System, Library Tab, within the document titled "Updates to Army Real Property Category Codes". Once the requested CATCD has been loaded into appropriate system category code tables, OACSIM will notify the installation and Army Command that made the request to change the CATCD for the appropriate facilities.

Appendix A References

Section I Required Publications

AR 140-483

Army Reserve Land and Facilities Management (Cited in para 2-6a(2).)

AR 420-1

Army Facilities Management (Cited in paras 2-6a(2), 2-12.)

Section II Related Publications

A related publication is a source of additional information. The user does not have to read a related publication to understand this publication.

AR 190-11

Physical Security of Arms, Ammunition, and Explosives

AR 210-20

Real Property Master Planning for Army Installations

AR 405-45

Real Property Inventory Management

AR 415-28

Real Property Category Codes

DA Pam 405-45

Real Property Inventory Management

DFAS-IN 37-1 Regulation

Finance and Accounting Policy Implementation. (Available at <http://asafm.army.mil/offices/office.aspx?officecode=1200>.)

DOD Instruction 4165.03

DOD Real Property Categorization. (Available at <http://www.dtic.mil/whs/directives>.)

DOD Instruction 4165.14

Real Property Inventory and Forecasting. (Available at <http://www.dtic.mil/whs/directives>.)

FFXX RPCS, Real Property Classification System

RPCS is a hierarchical scheme of real property types and function that serves as the framework for identifying, categorizing, and analyzing, the department inventory of land and facilities. (Available at <http://www.acq.osd.mil>.)

Headquarters Installation Information System (HQIIS)

(Available at <https://www.acsim-apps.army.mil>.)

TC 25-8

Training Ranges

UFC 3-701-01

DOD Facilities Pricing Guide. (Available at <http://www.acq.osd.mil>.)

Update to Army Real Property Category Codes Listing

(Available at <https://www.acsim-apps.army.mil>, HQIIS Library, ISR or RPLANS.)

42 USC Chapter 103

Comprehensive Environmental Response, Compensation, and Liability (CERCLA). (Available at <http://www.gpoaccess.gov/uscode/index.html>.)

Section III

Prescribed Forms

This section contains no entries.

Section IV

Referenced Forms

Unless otherwise stated, DA Forms can be downloaded from the Army Publishing Directorate (APD) Web site, <http://www.apd.army.mil>. DD Forms can be downloaded from the Department of Defense (DOD) Forms Management Program Web site, <http://www.dtic.mil/whs/directives/infomgt/forms/index.htm>.

DA Form 2028

Recommended Changes to Publications and Blank Forms

DD Form 1354

Transfer and Acceptance of DOD Real Property

DD Form 1391

FY__ Military Construction Project Data

Glossary

Section I Abbreviations

ACSIM

Assistant Chief of Staff for Installation Management

AR

Army Regulation

ARSTAF

Army staff

ASCC

Army service component command

BTU

british thermal units

DA Pam

Department of the Army Pamphlet

DCS

Deputy Chief of Staff

DOD

Department of Defense

FCG

facility category group

GLAC

general ledger account code

IC

investment category

MEPS

Military Entrance Processing Station

OACSIM

Office of the Assistant Chief of Staff for Installation Management

OSD

Office of the Secretary of Defense

RPLANS

Real Property Planning and Analysis System

SF

square feet

UM

unit of measure

USACE

United States Army Corps of Engineers

Section II

Terms

Building

A real property facility constructed on a space of land that is completely enclosed by a roof, walls, and usually flooring. It normally serves the purpose of occupancy, such as a headquarters, dwelling, office, storehouse, factory, laboratory, or hospital. The primary UM for all buildings in square feet.

Category code

A series of numerical codes used to classify and categorize Army real property. These code numbers are based on nine basic functional classes directed by the DOD. The Army generally uses a five-digit code to identify, plan, program, budget, design, construct, inventory, and maintain its facilities. Some commands add digits to refine the functional description. A category code may consist of a collection of attributes that come together to form the specific category code.

Construction

The erection, installation, or assembly of a new facility. The acquisition, expansion, extension, alteration, conversion, or replacement of an existing facility. The relocation of a facility from one installation to another. Installed equipment made a part of the facility, related site preparation, excavation, filling, landscaping, or other land improvements.

Facility

A real property entity consisting of one or more of the following: building, structure, linear structure, or other improvement to real property. Also called a Real Property Asset.

Facility category group

An aggregation of one or more real property CATCDs that have like functional purpose and the same UM. The roll-up of CATCDs into FCGs provides planners with a sufficiently detailed analysis to support the decision process without creating an unnecessarily complex tool. Each FCG is defined by the makeup of the CATCDs it contains.

Functional proponent (proponent)

The activity, agency, group, or individual responsible for the functionality, affordability, and execution of a program, product, or process.

General ledger account code

Codes used for reporting required by the Defense Finance and Accounting System to maintain records of fixed property, installations, major equipment items, and stored supplies of the military departments on both a quantitative and monetary basis.

Improvement

An addition or betterment to land and costing labor or capital (for example, buildings, pavements, and roads) and other structures more or less permanently attached to the land.

Installation

An aggregation of mission supporting real property holdings commanded by a centrally-selected commander or equivalent. May be made of one or more sites: "virtual" or notional installations; State and Territorial NG; Reserve RRCs; Others. Installations represent management organizations with a mission.

Installed equipment

Items of equipment and furnishings, including materials for installation thereof, that are required to make the facility usable and are affixed as a permanent part of the structure.

Investment category

A summary-level code used to group or combine related CATCDs. The Plant Replacement Value Analysis by Fiscal Year (Yellow Book) is done at the investment category level. There are 20 investment categories (see "Updates to Army Real Property Codes.")

Lease

Real estate interest and instrument that conveys possessory interest in property for a specific period of time.

Military construction

The program by which Army and Army Reserve facilities are planned, programmed, designed, budgeted, constructed,

and disposed of during peacetime and under mobilization conditions. The program also includes the acquisition of real estate and other supporting activities.

Non appropriated funds

Money that is generated both by the dues, surcharges, and unit fund contributions paid by military personnel and by certain purchases. Non appropriated funds are applied to meet the morale, welfare, and recreational requirements of soldiers and their families.

Real property inventory

A detailed inventory of each item of real property. It serves as the basic source of information for the category, status, cost, primary and secondary UM quantity, condition, use, construction material, and capital improvements for each item of real property as defined by CATCD in this publication. The Real Property Inventory is maintained at installation level and then aggregated at HQDA.

Site

A physically defined location which can be supported by a legal boundary survey which closes a polygon. It can be Federally-owned, Federally-leased, or otherwise possessed or used. May exist in one of three forms: Land only; Facility or facilities only; Land and all the facilities on it. A site is the sum of all real property at a specific location.

Section III Special Abbreviations and Terms

BL

barrels

CATCD

category code

CF

cubic feet

FAC

facility analysis category

GA

gallons

HQIS

Headquarters Executive Information System

KV

kilovolt-amperes

MB

millions of British thermal units

RPA

real property asset

RPCP

real property classification panel

RPCS

real property classification system

SY

square yards

UNCLASSIFIED

PIN 003267-000