

# Federal Real Property Council Inventory Committee

## Technical Corrections and Clarifications to the December 22 FRPC Guidance June 2005

On December 22, 2004, the Federal Real Property Council released *Guidance for Improved Asset Management*. The *Guidance* includes 23 mandatory data elements that support the goals of Executive Order 13327, *Federal Real Property Asset Management*. This document is a supplement to the December 22, 2004 *Guidance* as it offers technical corrections and clarifications.

The first quarter of FY 2006 is the first reporting of FRPC inventory data and agencies are expected to report their inventory at the constructed asset level.

There have been questions raised to the Inventory Committee associated with who has reporting responsibility for real property. For Federal Government owned real property, the Federal Agency that has administrative accountability of the real property should report the property. For Federal Government leased real property, the Federal Agency that has signed the lease is responsible for reporting the property. For real property otherwise managed, the Federal Agency that entered into the agreement with the State Government or Foreign Government should report the property. GSA will provide agencies with further clarification on any necessary coordination between GSA and agencies utilizing GSA space.

There also have been questions associated with reporting on constructed assets that are only partially occupied by the Government. For owned assets, report on the entire asset. For leased and otherwise managed assets, report on the portion addressed through the lease or agreement.

The December 22, 2004 *Guidance* defines the data elements and indicates values (pick lists) that are acceptable for reporting. The table below lists the data element number, name (in bold) and technical corrections or clarifying guidance on the applicable element.

Data Element #	Clarifying Guidance
3	<p><b>Legal Interest:</b> Section 2 of Executive Order (EO) 13327 defines Federal real property as including real property owned, leased, or otherwise managed by the Federal Government, both within and outside the United States, and improvements on Federal lands. The EO excludes other interests in real property (see section 2 of EO 13327). Therefore, only Federal Government owned, leased or otherwise managed (State owned or Foreign Government owned) is to be reported. For property where the Federal Government occupies the property via easement, the property is not reported as it is excluded in the EO. For Federal Government owned property where the Federal Government has issued an easement to another entity, the property should be reported as Federal Government owned, but the easement should be listed in data element 23, Restrictions.</p>
4	<p><b>Status:</b> Report the predominate status for the property.</p>
5	<p><b>Historical Status:</b> Reported on all buildings and structures. Reported for all land assets, except those assets that have been evaluated and for which disclosure of historic status is restricted based upon EO 13007 and Section 304 of the National Historic Preservation Act.</p>
5	<p><b>Historic Status:</b> The attribute “Not Applicable” will be replaced by “Not Yet Evaluated” and “Evaluated, Not Historic” to discern between properties that have been evaluated and are deemed not to be historic and properties that have not yet been evaluated. The list of acceptable values (pick list) now includes: 1. National Historic Landmark (NHL), 2. National Register Listed (NRL), 3. National Register Eligible (NRE), 4. Non-contributing element of NHL/NRL district, 5. Not Yet Evaluated; or 6. Evaluated, Not Historic.</p>
7	<p><b>Using Organization:</b> Report the predominate user of the property.</p>
11	<p><b>Condition Index:</b> Condition index for land is not required. For leased assets, only report condition for leases where the Government is responsible for the maintaining the condition of the asset.</p>
13	<p><b>Annual Operating and Maintenance Costs:</b> For leased property, agencies should report annual lease costs plus any additional government operating expenses, as defined by the FRPC annual operations and maintenance data element definition, not covered in the lease. For owned and otherwise managed, report per the December 22, 2004 <i>Guidance</i>.</p>

14	<b>Main Location:</b> For assets that do not have a specific street address and there is a national security issue associated with reporting the latitude/longitude; if the asset is located on an installation or campus, report the street address for the main gate or main entrance. If the asset is not located on an installation or campus, report the zip code. For overseas locations where zip codes are not applicable, report the nearest city and country.
23	<b>Restrictions:</b> More than one value is acceptable; if a property has multiple restrictions associated with it, all known restrictions should be reported. Partial restrictions should also be reported (e.g., easement granted on part of the land parcel).