

DoD #1900: Civilian Fill-Time

JCSG: HQs and Support

Function(s): Civilian Personnel

Question: For Each Regional Civilian Personnel Office and Agency Personnel Office (including WHS) listed in the Amplification: What is your organization's average civilian position fill-time for fiscal years (FYs) 01-03?

Source / Reference: Regional and Agency (including WHS) Civilian Personnel Offices (see Amplification)

Amplification: Regional and Agency Civilian Personnel Offices (or equivalents) are identified as:

Army (CPOCs): North Central, Northeast, South Central, West, Southwest, and Pacific;

Navy (HRSCs): East, Northwest, Northeast, Southeast, Southwest and Pacific;

Air Force: AFPC Randolph AFB; 11WG/DPC Bolling AFB; 72 MSG/DPC Tinker AFB; OO-ALC Hill AFB; 88 MSG/DPC Wright-Patterson AFB; and 78 MSG/DPC Robins AFB;

Defense Commissary Agency: HROD – Alexandria;

Washington Headquarters Services;

Defense Logistics Agency: Customer Support Offices - Columbus, OH and New Cumberland, PA;

Defense Information Systems Agency;

Defense Finance and Accounting Service;

Department of Defense Education Activity;

For purposes of this question, Regional Civilian Personnel Offices are area-wide service centers that perform at a centralized level above the installation level and typically do not include local installation-level offices or advisory centers. For the Air Force: answer this question for "regional-level" functions only (i.e., those functions you perform that are typically performed by AFPC for other Air Force bases).

Definition Fill-Time: Fill-Time is from receipt of the Request for Personnel Action in the personnel community until the date the offer is accepted. (Data Units in # Days)

Types of actions that should be included in the average fill-time count: Placements into vacant positions subject to mandatory career referral procedures, Priority Placement Program (PPP) placements, temporary and permanent placements from internal and external sources into true vacancies.

Please fill in the following table(s)

Civilian Fill-Time	Organization Name (Text) string50	Fill-Time FY 01 (Day) numeric	Fill-Time FY 02 (Day) numeric	Fill-Time FY 03 (Day) numeric
Civilian Fill-Time				

DoD #1901: Buildings Connected to Network Backbone via Fiber

JCSG: HQs and Support

Function(s): IM Geo Cluster and HQ/Admin COMM/IT

Question: Total number of buildings requiring connection to the network backbone and the number of buildings currently connected to the backbone by Fiber Optic Cable.

Source / Reference: Installation Commanders: Obtain answers from your primary Base-level COMM/IT Service Provider. This provider may or may not be located on the installations. (The term “Base” is synonymous with installation, post, camp, station, or facility for the purposes of this data call.) The activity responsible for providing COMM/IT services to activities other than their own immediate office as a primary mission should respond to these questions. This would include Air Force Communications Squadrons, Army Directors of Information Management (DOIM), Navy Base Communications Offices and/or Regional NMCI Office, Marine Corps Base G6 Offices or the Regional NMCI Office responsible for base-level COMM/IT services and support. For Navy: Provide installation-level information for this question. Roll up activities that you host to produce an aggregated installation level response. Include data for all activities on, or attached to, your installation. This does not include networks within leased spaces.

Amplification: Identify buildings at your base/facility that require connectivity to the local or wide area network (LAN/WAN) provided by the COMM/IT service providing activity/organization in accordance with your installation master plan. Many buildings on a base may not require connectivity such as storage facilities, or some range complexes. Some facilities may have connections that no longer require them, for whatever reason. Capture those buildings that you know need connection to the base LAN/WAN. Second, identify the number of buildings that will actually be connected to the base LAN/WAN backbone network via fiber optic by the end of FY04. This will allow for the inclusion of funded upgrades scheduled for execution within the current FY.

Please fill in the following table(s)

Backbone Connectivity	Buildings requiring network backbone connectivity (#) numeric	Buildings connected to network backbone via fiber (#) numeric
Number of Bldgs		

DoD #1902: HSA-FIN-THREAT - Identify the terrorist threat assessment rating

JCSG: HQs and Support

Function(s): DFAS Central and Field Sites

Question: For DFAS Central and Field Sites Only. For each location, identify the terrorist threat assessment rating based on threat assessment intelligence and DHSARPP analysis for (a) personnel attacks, (b) conventional explosive attack, (c) arson, (d) hostage situation, (e) weapons of mass destruction, (f) theft, and (g) other. (See Amplification)

Source / Reference: DFAS SPIRIT Report

Amplification: (1) DSHARP - Demography, Symbolism, History, Accessibility, Recognition, Population, and Proximity. Tactical Training Specialists, LLC., SPIRIT report is source for reporting responses to the question. (2) A SPIRIT report was produced on all 24 DFAS United States' locations. Rankings were low, low moderate, medium, and high.

Please fill in the following table(s), adding rows as necessary

Name of Organization (Text) string50	Zip Code (Code) numeric	Personnel Attacks (Text) string15	Conventional Explosive Attack (Text) string15	Arson (Text) string15	Hostage Situation (Text) string15	Weapons of Mass Destruction (Text) string15	Theft (Text) string15	Other (Text) string30

DoD #1903: HSA-FIN-HIRE DFAS - Identify the Avg Hiring Time (500 Series) for External Hires

JCSG: HQs and Support

Function(s): DFAS Central and Field Sites

Question: For DFAS Central and Field Sites Only. For each location, identify the average hiring time (number of days - See Amplification) for FY 03 for external fill actions for the GS-500 series positions. (See Amplification)

Source / Reference: Human Resources

Amplification: (1) Hiring time day count begins on the day the Request for Personnel Action (RPA) is received by Human Resources and ends on the day offer is accepted by the employee selected.

Please fill in the following table(s), adding rows as necessary

Name of Organization (Text) string50	Town & State (Text) string50	Zip Code (Code) numeric	Average Hiring Time (Day) numeric

DoD #1904: HSA-FIN-ONE Management/Ovst of F&A - Corporate Process Applications

JCSG: HQs and Support

Function(s): DFAS and Local Finance & Accounting Activities

Question: For DFAS; for Finance and Accounting Activities. For each location, as of FY 03, identify any one-of-a-kind corporate process applications for the Management/Oversight of Finance and Accounting Function and provide source of information (See Amplification).

Source / Reference: Local Records

Amplification: (1) FOR ADDITIONAL RESOURCES/DEFINITIONS TO ASSIST IN ANSWERING THIS QUESTION, PLEASE REFER TO THE HSA JCSG (Headquarters & Support Activities, Joint Cross Service Group) folder in the BRAC LIBRARY.

(a) For this question, Services & 4th Estate Finance & Accounting Activities identified in Section II (A.)(3.), on pages 30-36, are required to respond.

(b) Definitions can be found in Section I, alphabetically on pages 2-10.

(2) DFAS Central & Field Sites - each site.

(3) One-of-a-Kind corporate process application is defined as a system/software application that is used at one and only one location, not a locally developed stand-alone support system.

(4) Management/Oversight of Finance & Accounting Function includes: Direct financial management operations, systems, and functions for all appropriated, non-appropriated, working capital, revolving, and trust fund activities including security assistance. Enforce statutory and regulatory financial reporting requirements and provide appropriate policy/implementing guidance. Provide accounting and reporting services for all levels of DoD for appropriated, non-appropriated, revolving and trust funds. For Example: Business Offices, Installation Accounting Offices, Continuing Government Activity Offices, and any office providing oversight of other finance and accounting operations.

Please fill in the following table(s), adding rows as necessary

Name of Organization (Text) string50	Town & State (Text) string50	Zip Code (Code) numeric	One-of-a-Kind Corporate Process Application (Text) string50	Source (Text) string50

DoD #1905: HSA-CS001 Mission Profile Per Activity

JCSG: HQs and Support

Function(s): Common Support Functions - All Targets

Question: The intent of this question is to get a clear picture of which of your activities perform EACH of the 14 common support (CS) functions (listed and defined in the BRAC Library). Complete the table below by adding a new row for EACH applicable CS function/subordinate activity combination you select.

IF this question is NOT applicable in its entirety, enter Activity Name and UIC (or Departmental equivalent code) in the columns, and fill in the remaining cells by entering “none”, zero (0), or N/A, as appropriate.

GUIDANCE ON COMPLETION OF COLUMNS--READ DEFINITIONS & AMPLIFICATION BEFORE ANSWERING

Column 1: Select applicable CS functions (or “None”) from the drop-down menu.

Column 2: Type in your Activity Name.

Column 3: Type in your Activity UIC (or Departmental equivalent code) per subordinate activity location.

Column 4: WITHIN your DoD Component, how many organizations receive this Common Support (CS) service from your activity?

Column 5: OUTSIDE your DoD Component, how many organizations receive this CS service from your activity?

Column 6: Estimate the percentage of your personnel resources (in whole numbers) that are used to provide this CS service to the organization which consumes the most significant amount of your resources WITHIN your component.

Column 7: Estimate the percentage of your personnel resources (in whole numbers) that are used to provide this CS service to the organization which consumes the most significant amount of your resources OUTSIDE your component.

Column 8: Has this CS function been privatized/outsourced (partially or entirely)? (Yes/No/N/A)

Source / Reference: Activity Director/Manager

Amplification: Data provided should be as of the date of your response.

FOR ADDITIONAL RESOURCES/DEFINITIONS TO ASSIST IN ANSWERING THIS QUESTION, PLEASE REFER TO THE BRAC LIBRARY; HSA JCSG (Headquarters & Support Activities, Joint Cross Service Group) folder, Section I: “Definitions,” pages 2-10, Section II (C) page 89 for addresses of respondents (activities).

Please fill in the following table(s), adding rows as necessary

1- CS Function (Select applicable functions) (List) multiple choice	2- Activity Name (Text) string15	3- Activity UIC or Dept Equiv (Text) string10	4- # Customers w/in your Component (#) numeric	5- # Customers outside your Component (#) numeric	6- # Personnel supporting w/in (Pers) numeric	7- # Personnel supporting outside (Pers) numeric	8- Privatized/outsourced functions (List) multiple choice ¹

¹ Choose a value from this list: Yes, No, N/A

DoD #1906: HSA-FIN-ONE Security Assistance Accounting - Corporate Process Applications

JCSG: HQs and Support

Function(s): DFAS and Local Finance & Accounting Activities

Question: For DFAS; for Finance and Accounting Activities. For each location, as of FY 03, identify any one-of-a-kind corporate process applications for the Security Assistance Accounting Function and provide source of information. (See Amplification)

Source / Reference: Local Records

Amplification: (1) FOR ADDITIONAL RESOURCES/DEFINITIONS TO ASSIST IN ANSWERING THIS QUESTION, PLEASE REFER TO THE HSA JCSG (Headquarters & Support Activities, Joint Cross Service Group) folder in the BRAC LIBRARY.

- (a) For this question, Services & 4th Estate Finance & Accounting Activities identified in Section II (A.)(6), on pages 46-47, are required to respond.
- (b) Definitions can be found in Section I, alphabetically on pages 2-10.
- (2) DFAS Central & Field Sites - each site.
- (3) One-of-a-Kind corporate process application is defined as a system/software application that is used at one and only one location, not a locally developed stand-alone support system.
- (4) Security Assistance Accounting Function includes providing accurate and timely recording, reporting, and reconciling of accounting events related to Security Assistance Accounting (SAA). This includes accounting events related to Foreign Military Sales, Foreign Military Financing, Special Defense Acquisition Fund, International Military Education and Training, and other elements of the SAA program as defined by the Security Assistance Management Manual and in Volume 15 of the DoD Financial Management Regulation.

Please fill in the following table(s), adding rows as necessary

Name of Organization (Text) string50	Town & State (Text) string50	Zip Code (Code) numeric	One-of-a-Kind Corporate Process Application (Text) string50	Source (Text) string50

DoD #1907: HSA-HQS13101 Activities: SES and Officers/Number of Meetings with Senior DoD or Fed Gov't

JCSG: HQs and Support

Function(s): MAJ ADMIN - TARGET ACTIVITIES

Question: During FY03, how many times did the SES and Flag/General Officers in your Activity hold in-person meetings in the DC Area with Senior Executives of DoD Activities located within the DC Area and/or with Senior Executives of non-DoD, DC Area-based federal government entities (excluding Congress) and/or with DC Area-based foreign government officials? See Amplification Section for descriptions of Senior Executives and foreign government officials. Report the aggregate number of meetings for all SES and Flag/General Officers in your Activity. (Do NOT leave blank. If necessary, enter "N/A" in Name or UIC; or "0" for Total # mtgs.)

Source / Reference: Official FY03 Calendars of SES and Flag/General Officers

Amplification: All Activities, particularly Army and Air Force installations, should refer to the HSA JCSG (Headquarters and Support Activities Joint Cross Service Group) folder in the BRAC Library, Section II. B., page 70, which provides a specific listing of Activities on your installation that are required to provide responses to this question. Each Installation/Activity is responsible for providing the requested responses for each Targeted Activity on its installation in the table accompanying this question. The "Parent Command" of the Targeted Activity should be responsible for responding to this question. If there are no Targeted Activities listed next to your Installation/Activity name, you should respond directly to this question using the first line of the table. Army and Air Force Activities that reside in leased space or other space not on military installations may need to respond to this question. See the referenced list in the BRAC Library, Section II. B., page 70.

Activity = This question is targeted to selected "Activities" within the DoD, except intelligence activities.

DC Area = Within a 100 mile radius of the Pentagon. Refer to Section IV, pages 103-104 of the HSA JCSG (Headquarters and Support Activities Joint Cross Service Group) folder in the BRAC Library for maps of the DC Area.

How to Count Meetings = More than one SES or Flag/General Officer from the Activity in any meeting should be counted as only ONE meeting. All routine meetings that fit the descriptions herein should be counted each time they occur. For example, routine meetings include The Combined Programmers Meeting and The Senior Leadership Group (SLRG).

Dealing with Partial Year Calendars: If any SES or Flag/General Officer billet in your Activity was only partially filled during FY03 and/or a full year FY03 calendar is not available, you should use the available calendar data for that billet to estimate a full calendar year by dividing the known number of meetings by the number of available calendar months (partial months acceptable) then multiplying the result by 12.

Senior executives of DoD Activities = limited to the Secretary and Deputy Secretary of Defense; Secretaries of the Military Departments; Chairman of the Joint Chiefs of Staff; Chiefs of the Military Services; Under Secretaries of Defense; Chief Financial Officer; Principal Deputy Under Secretaries of Defense; Director of Defense Research and Engineering; Assistant Secretaries of Defense; General Counsel of the Department of Defense, Inspector General of the Department of Defense, Director of Operational Test and Evaluation; Principal Deputy Director of Defense Research and Engineering; Under Secretaries of the Military Departments; Vice Chairman of the Joint Chiefs of Staff, Vice Chiefs of Military Services; Assistant Secretaries and General Counsels of the Military Departments; Director of Defense Agencies; and, Director, Joint Staff. (List is drawn from the identification of P-1 positions in DODI 5305.5, with the addition of SECDEF.)

Senior executives of other non-DoD, DC Area-based federal government entities = Limited to the following: Secretaries, Under Secretaries, Principal Deputy Under Secretaries, and Assistant Secretaries.

Foreign government officials = Limited to Ambassadors, Public Ministers, Career Diplomats, Consular Officers, Military Attaches, and other Accredited Officials.

Please fill in the following table(s), adding rows as necessary

Activity Name (Text) string25	Activity UIC or Dept Equivalent (Text) string10	Total In-person mtgs w/Sr. Execs w/in DC area during FY 03 (#) numeric

DoD #1908: HSA-HQS132101 - Activities: SES and Officers/Number of Mtgs w/Congress

JCSG: HQs and Support

Function(s): MAJ ADMIN - TARGET ACTIVITIES

Question: During FY03, how many times did the SES and Flag/General Officers in your Activity hold in-person meetings in the DC Area with members of Congress and/or their staffs? Report the aggregate number of meetings for all SES and Flag/General Officers in your Activity. Do NOT leave blank. If necessary, enter "0".

Source / Reference: Official FY03 Calendars of SES and Flag/General Officers

Amplification: All Activities, particularly Army and Air Force installations, should refer to the HSA JCSG (Headquarters and Support Activities Joint Cross Service Group) folder in the BRAC Library, Section II. B., page 70, which provides a specific listing of Activities on your installation that are required to provide responses to this question. Each Installation/Activity is responsible for providing the requested responses for each Targeted Activity on its installation in the table accompanying this question. The "Parent Command" of the Targeted Activity should be responsible for responding to this question. If there are no Targeted Activities listed next to your Installation/Activity name, you should respond directly to this question using the first line of the table. Army and Air Force Activities that reside in leased space or other space not on military installations may need to respond to this question. See the referenced list in the BRAC Library, Section II. B., page 70.

Activity = This question is targeted to selected "Activities" within the DoD, except intelligence activities.

How to Count Meetings = More than one SES or Flag/General Officer from the Activity in any meeting should be counted as only ONE meeting.

Dealing with Partial Year Calendars: If any SES or Flag/General Officer billet in your Activity was only partially filled during FY03 and/or a full year FY03 calendar is not available, you should use the available calendar data for that billet to estimate a full calendar year by dividing the known number of meetings by the number of available calendar months (partial months acceptable) then multiplying the result by 12.

Please fill in the following table(s), adding rows as necessary

Activity Name (Text) string25	Activity UIC or Dept Equivalent (Text) string10	Total In-Person mtgs w/Congress/staff w/in DC area during FY 03 (#) numeric

DoD #1909: HSA-HQS133101 - Activities: Statutory Req't to be within DC area

JCSG: HQs and Support

Function(s): MAJ ADMIN - TARGET ACTIVITIES

Question: Does your Activity have a statutory requirement (in existence as of the date of this response) to be located anywhere within the DC Area? If yes, identify the specific statute establishing the requirement and the specific location of the requirement. If no, enter "N/A." (Do NOT leave blank.)

Source / Reference: U.S. Code

Amplification: All Activities, particularly Army and Air Force installations, should refer to the HSA JCSG (Headquarters and Support Activities Joint Cross Service Group) folder in the BRAC Library, Section II. B., page 70, which provides a specific listing of Activities on your installation that are required to provide responses to this question. Each Installation/Activity is responsible for providing the requested responses for each Targeted Activity on its installation in the table accompanying this question. The "Parent Command" of the Targeted Activity should be responsible for responding to this question. If there are no Targeted Activities listed next to your Installation/Activity name, you should respond directly to this question using the first line of the table. Army and Air Force Activities that reside in leased space or other space not on military installations may need to respond to this question. See the referenced list in the BRAC Library, Section II. B., page 70.

Activity = This question is targeted to selected "Activities" within the DoD, except intelligence activities.

DC Area = Within a 100 mile radius of the Pentagon. Refer to Section IV, pages 103-104 of the HSA JCSG (Headquarters and Support Activities Joint Cross Service Group) folder in the BRAC Library for maps of the DC Area.

Specific Location Requirement = Can be building, military installation, city, state, or other specific reference to where Activity must be located.

Please fill in the following table(s), adding rows as necessary

Activity Name (Text) string25	Activity UIC or Dept Equivalent (Text) string10	Required to be w/in 100 m of Pentagon (Yes/No) Yes/No	If YES, cite specific statute establishing requirement. (Text) string50	If YES, briefly describe specific location Req. (Text) string100

DoD #1910: HSA-HQS133102 - Activities: Statutory Req't to remain in current location

JCSG: HQs and Support

Function(s): MAJ ADMIN - TARGET ACTIVITIES

Question: Does your Activity have a statutory requirement (in existence as of the date of your response) requiring you to remain in your current location? If yes, identify the specific statute establishing the requirement and the specific location of the requirement. If no, enter "N/A." (Do NOT leave blank.)

Source / Reference: U.S. Code

Amplification: All Activities, particularly Army and Air Force installations, should refer to the HSA JCSG (Headquarters and Support Activities Joint Cross Service Group) folder in the BRAC Library, Section II. B., page 70, which provides a specific listing of Activities on your installation that are required to provide responses to this question. Each Installation/Activity is responsible for providing the requested responses for each Targeted Activity on its installation in the table accompanying this question. The "Parent Command" of the Targeted Activity should be responsible for responding to this question. If there are no Targeted Activities listed next to your Installation/Activity name, you should respond directly to this question using the first line of the table. Army and Air Force Activities that reside in leased space or other space not on military installations may need to respond to this question. See the referenced list in the BRAC Library, Section II. B., page 70.

Activity = This question is targeted to selected "Activities" within the DoD, except intelligence activities.

Specific Location Requirement = Can be building, military installation, city, state, or other specific reference to where Activity must be located.

Please fill in the following table(s), adding rows as necessary

Activity Name (Text) string25	Activity UIC or Dept Equivalent (Text) string10	Required to remain in current location (Yes/No) Yes/No	If YES, cite specific statute establishing Req. (Text) string50	If YES, briefly describe specific location Req. (Text) string100

DoD #1911: HSA-HQS14101 - Activities: Identify Primary Mission

JCSG: HQs and Support

Function(s): MAJ ADMIN - TARGET ACTIVITIES

Question: Indicate the type of mission/location characteristic that best describes your Activity's primary mission, using the definitions provided in the amplification section. Choose only one from the available selections. Explanations of the selections can be found in the Amplification section. (Do NOT leave blank. Do NOT use "N/A.")

Source / Reference: Senior Leadership of Activity

Amplification: All Activities, particularly Army and Air Force installations, should refer to the HSA JCSG (Headquarters and Support Activities Joint Cross Service Group) folder in the BRAC Library, Section II. B., page 70, which provides a specific listing of Activities on your installation that are required to provide responses to this question. Each Installation/Activity is responsible for providing the requested responses for each Targeted Activity on its installation in the table accompanying this question. The "Parent Command" of the Targeted Activity should be responsible for responding to this question. If there are no Targeted Activities listed next to your Installation/Activity name, you should respond directly to this question using the first line of the table. Army and Air Force Activities that reside in leased space or other space not on military installations may need to respond to this question. See the referenced list in the BRAC Library, Section II. B., page 70.

Activity = This question is targeted to selected "Activities" within the DoD, except intelligence activities.

DC Area = Within a 100 mile radius of the Pentagon. Refer to Section IV, pages 103-104 of the HSA JCSG (Headquarters and Support Activities Joint Cross Service Group) folder in the BRAC Library for maps of the DC Area.

Security and Defense of the DC Area: Select this response if your Activity currently has its headquarters or majority of personnel within the DC Area AND provides planning for, management of, or personnel/forces used in security and/or defense of the DC Area. This category includes facility security for all DoD and federal government buildings and installations in the DC Area.

Direct DC Area Administrative Support: Select this response if your Activity currently has its headquarters or majority of personnel located within the DC Area AND provides direct administrative and operational support to DoD Activities, or other non-DoD federal government entities, that are located solely within the DC Area AND your Activity's ability to provide customer service and support requires proximity to your customer base. For example, this category includes Activities associated with the MILDEP Secretariats and MILDEP Headquarters.

Other Mission: Select this response if your Activity currently has its headquarters or majority of personnel located within the DC Area and does not provide 1) Security and Defense of the DC Area or 2) Direct DC Area Administrative Support (as defined above).

Outside of the DC Area: Select this response if your headquarters or majority of personnel is currently located outside of the DC Area, no matter what type of general mission your Activity is engaged in.

Please fill in the following table(s), adding rows as necessary

Activity Name (Text) string15	Activity UIC or Dept Equivalent (Text) string15	Identify Primary Mission (List) multiple choice ²

² Choose a value from this list: Security & Defense of DC Area, Direct DC Area Administrative Support, Other Mission (If HQ currently located in DC Area), Mission located outside DC Area

DoD #1912: HSA-HQS23101 - Leased AT/FP % of Bldg and Controlled

JCSG: HQs and Support

Function(s): HQS - AT/FP

Question: For each leased installation that you listed in Data Call #1 Question #310 (see amplification section), answer the following questions using the table provided, with the building names and numbers matching exactly to information provided in Data Call #1 Question #310. (Do NOT leave blank. Do NOT use "N/A.")

- A. What % of the building's total square feet is leased to and/or occupied by DoD entities?
- B. Is the building within a Controlled Perimeter?
- C. What is the distance in feet to the controlled perimeter?
- D. What is the distance in feet to the nearest Parking and/or Roadways?
- E. Does the building have underground parking which is access controlled? (If no underground parking, answer no.)
- F. Does the building have underground parking which is not access controlled? (If no underground parking, answer no.)

This question pertains only to leased installations and should be answered by each DoD entity that contracts for and manages leased space (such as Washington Headquarters Services, US Army Corps of Engineers, NAVFAC, AFRPA, or any other organization (including military installations) that deals with leased space procurement). All organizations that provided answers to Data Call #1 Question #310 must respond to this question.

However, the following activities should ensure that any leased locations for the noted types of offices are included via responses from the noted managers of leased space. It is not necessary to respond to this question if an office is located on a military installation.

- DeCA: HROD-Alexandria
- DFAS: all locations, inclusive of all Civilian Personnel Offices
- DISA: all Civilian Personnel Offices
- DLA: Customer Support Offices in Columbus, OH and New Cumberland, PA
- Navy: HRSCs
- HRC Alexandria/PERSCOM (Army - Virginia)
- HRC St. Louis/ARPERSCOM (Army - St. Louis)
- HRC Indianapolis/EREC (Army - Indiana)
- Air Reserve Personnel Center (ARPC), Denver
- MCRSC (Marines - Kansas City, Missouri)
- DoDEA
- DTRA
- DSS
- Any Locations of Local Finance and Accounting Activities that are in leased space.

Source / Reference: Facilities Managers

Amplification: Leased Space = All space secured from the private market OR from non-DoD federal government entities.

Installation = Each leased building is considered to be an Installation. As defined in the Defense Base Closure and Realignment Act of 1990 (Public Law 101-510), as amended through the National Defense Authorization Act of Fiscal Year 2003, the term "military installation" means a base, camp, post, station, yard, center, homeport facility for any ship, or other activity under the jurisdiction of the Department of Defense, including any leased facility. Such term does not include any facility used primarily for civil works, rivers and harbors projects, flood control, or other projects not under the primary jurisdiction of the Department of Defense.

Percent of the building's total square feet that is leased to and/or occupied by DoD entities = To compute, divide the total USF in the building under lease to DoD organizations (may be multiple leases and should

include all space contracted for by GSA and assigned to DoD) by the total amount of USF in the building (figure can be obtained from GSA or the building owner, if not known). It is also acceptable to use rentable square feet in both the numerator and denominator of this calculation if that figure is more readily available as a measure of the total square feet in a building; leases are usually written in rentable square feet and then assigned to DoD users in usable square feet (USF).

Controlled Perimeter = As defined in UFC 4-010-01, "For the purpose of these standards, a physical boundary at which vehicle access is controlled at the perimeter of an installation, an area within an installation, or another area with restricted access. A physical boundary will be considered as a sufficient means to channel vehicles to the access control points. At a minimum, access control at a controlled perimeter requires the demonstrated capability to search for and detect explosives. Where the controlled perimeter includes a shoreline and there is no defined perimeter beyond the shoreline, the boundary will be at the mean high water mark."

Measure Standoff Distance to Controlled Perimeter = Per UFC 4-010-01, measure the standoff distance from the controlled perimeter to the closest point on the building exterior or inhabited portion of the building.

Parking = As defined in UFC 4-010-01, "Designated areas where vehicles may be left unattended" Measure the standoff distance from the closest edge of parking areas and roadways to the closest point on the building exterior or inhabited portion of the building.

Roadways = As defined in UFC 4-010-01, "Any surface intended for motorized vehicle traffic." Measure the standoff distance from the closest edge of parking areas and roadways to the closest point on the building exterior or inhabited portion of the building.

Access Control = per UFC-4-010-01, "For the purposes of these standards, any combination of barriers, gates, electronic security equipment, and/or guards that can deny entry to unauthorized personnel or vehicles."

Data Call #1, Question #310 = This question should be answered by each entity that contracts for and manages leased space (such as Washington Headquarters Services, US Army Corps of Engineers, NAVFAC, AFRPA, or any other organization (including military installations) that deals with leased space procurement). For each leased installation (see definition in amplification), list each building in the left-hand column of the table and complete a row for each building (including building number, building name, the organization that manages the building, the street address/zip code, total USF (Usable Square Feet), and USF breakdown of admin space and vacant administrative space).

Please fill in the following table(s), adding rows as necessary

Bldg Name (Text) string25	Bldg # (Text) string10	Zip Code (Text) string10	% DoD Leased or Occupied (%) numeric	W/in controlled Perimeter (Yes/No) Yes/No	Distance to Perimeter (#) numeric	Distance to Pkg/Roadway (#) numeric	Access Controlled Pkg (Yes/No) Yes/No

DoD #1913: HSA-CS002 Location Criticality/Commute Time Per Activity

JCSG: HQs and Support

Function(s): Common Support Functions - All Targets

Question: The intent of this question is to get a clear picture of which of your activities perform EACH of the 14 common support (CS) functions (listed and defined in the BRAC Library, pages 3-4). Complete the table below by adding a new row for EACH applicable CS function/subordinate activity combination you select.

If this question is NOT applicable in its entirety, enter Activity Name and UIC (or Departmental equivalent code) in the columns, and fill in the remaining cells by entering “none” or N/A, as appropriate.

GUIDANCE ON COMPLETION OF COLUMNS--READ DEFINITIONS & AMPLIFICATION BEFORE ANSWERING

Column 1: Select applicable CS functions (or “None”), from the drop-down menu.

Column 2: Type in your Activity Name.

Column 3: Type in your Activity UIC (or Departmental equivalent code) per activity location.

Column 4: In relation to this function, is your activity’s current location vital to the performance of your mission (with respect to the distance to the majority of your customers)? Answer Yes/No/NA. An example of a function that would require close proximity to its customer base would be a taxi service.

Source / Reference: Activity Director/Manager

Amplification: Data provided should be as of the date of your response.

FOR ADDITIONAL RESOURCES/DEFINITIONS TO ASSIST IN ANSWERING THIS QUESTION, PLEASE REFER TO THE BRAC LIBRARY; HSA JCSG (Headquarters & Support Activities, Joint Cross Service Group) folder, Section I: “Definitions,” pages 2-10, Section II (C) page 89 for addresses of respondents (activities).

Please fill in the following table(s), adding rows as necessary

1-CS Function (Select applicable functions) (List) multiple choice	2-Activity Name (Text) string15	3-Activity UIC or Dept Equivalent (Text) string10	4-Location Mission Vital (List) multiple choice ³

³ Choose a value from this list: Yes, No, N/A

DoD #1914: HSA-CS003 ISSA Profile Per Activity

JCSG: HQs and Support

Function(s): Common Support Functions - All Targets

Question: The intent of this question is to get a clear picture of which of your activities perform EACH of the 14 common support (CS) functions (listed and defined in the BRAC Library, pages 3-4). Complete the table below by adding a new row for EACH applicable CS function/subordinate activity combination you select.

If this question is NOT applicable in its entirety, enter Activity Name and UIC (or Departmental equivalent code) in the columns, and fill in the remaining cells by entering “none” or zero (0), as appropriate.

GUIDANCE ON COMPLETION OF COLUMNS--READ DEFINITIONS & AMPLIFICATION BEFORE ANSWERING

Column 1: Select applicable CS functions and “Total” from the drop-down menu or “None” if not applicable.

Column 2: Type in your Activity Name.

Column 3: Type in your Activity UIC (or Departmental equivalent code) per subordinate activity location.

Column 4: What is the best estimate of the dollar value (in thousands of dollars) for each selected CS service PROVIDED by your activity TO DoD Components, during FY 03, through Inter Service Support Agreements (ISSAs)? (Subtotals must equal the “Total” in the last row.)

Column 5: What is the best estimate of the dollar value (in thousands of dollars) for each selected CS service RECEIVED by your activity FROM DoD Components, during FY 03, through ISSAs? (Subtotals must equal the “Total” in the last row.)

Source / Reference: Activity Director/Manager

Amplification: Data provided should be as of the date of your response. FOR ADDITIONAL RESOURCES/DEFINITIONS TO ASSIST IN ANSWERING THIS QUESTION, PLEASE REFER TO THE BRAC LIBRARY; HSA JCSG (Headquarters & Support Activities, Joint Cross Service Group) folder, Section I: “Definitions,” pages 2-10, Section II (C) page 89 for addresses of respondents (activities).

Please fill in the following table(s), adding rows as necessary

1-CS Function (Select applicable functions) (List) multiple choice	2-Activity Name (Text) string15	3-Activity UIC or Dept Equiv (Text) string10	4-ISSAs Support Provided (\$K) numeric	5-ISSAs Support Received (\$K) numeric

DoD #1915: HSA-CS004 Mobilization Per Activity

JCSG: HQs and Support

Function(s): Common Support Functions - All Targets

Question: The intent of this question is to get a clear picture of which of your activities perform EACH of the 14 common support (CS) functions (listed and defined in the BRAC Library, pages 3-4). Complete the table below by adding a new row for EACH applicable CS function/subordinate activity combination you select.

If this question is NOT applicable in its entirety, enter Activity Name and UIC (or Departmental equivalent code) in the columns, and fill in the remaining cells by entering “none,” or N/A, as appropriate.

GUIDANCE ON COMPLETION OF COLUMNS--READ DEFINITIONS & AMPLIFICATION BEFORE ANSWERING

Column 1: Select applicable CS functions, or “None,” from the drop-down menu.

Column 2: Type in your Activity Name.

Column 3: Type in your Activity UIC (or Departmental equivalent code) per subordinate activity location.

Column 4: Does your activity have a mobilization/contingency plan(s) that requires an increase in personnel above your authorized level (for definition, see Amplification)? If YES, answer YES or NO in the next two columns. If No, answer “N/A” in the next two columns.

Column 5: Is the maximum required increase in personnel less than 10% above your pre-mobilization/contingency plan(s) strength level? (Yes/No or N/A.)

Column 6: Is the maximum required increase in personnel greater than 10% above your pre-mobilization/contingency plans strength level? (Yes/No or N/A.)

Source / Reference: Activity Director/Manager

Amplification: Data provided should be as of the date of your response.

FOR ADDITIONAL RESOURCES/DEFINITIONS TO ASSIST IN ANSWERING THIS QUESTION, PLEASE REFER TO THE BRAC LIBRARY; HSA JCSG (Headquarters & Support Activities, Joint Cross Service Group) folder, Section I: “Definitions,” pages 2-10, Section II (C) page 89 for addresses of respondents (activities).

Please fill in the following table(s), adding rows as necessary

1-CS Function (Select applicable functions) (List) multiple choice	2-Activity Name (Text) string15	3-Activity UIC or Dept Equivalent (Text) string10	4-MOB Plan Requires Increase of Personnel (List) multiple choice ⁴	5-MOB Plan Req <10% Increase Personnel (List) multiple choice ⁵	6-MOB Plan Req >10% Increase Personnel (List) multiple choice ⁶

⁴ Choose a value from this list: Yes, No, N/A

⁵ Choose a value from this list: Yes, No, N/A

⁶ Choose a value from this list: Yes, No, N/A

DoD #1916: HSA-CS005 Supervisory Efficiency Per Activity

JCSG: HQs and Support

Function(s): Common Support Functions - All Targets

Question: The intent of this question is to get a clear picture of which of your activities perform EACH of the 14 common support (CS) functions (listed and defined in the BRAC Library, pages 3-4). Complete the table below by adding a new row for EACH applicable CS function/subordinate activity combination you select.

If this question is NOT applicable in its entirety, enter Activity Name and UIC (or Departmental equivalent code) in the columns, and fill in the remaining cells by entering “none” or zero (0), as appropriate.

GUIDANCE ON COMPLETION OF COLUMNS--READ DEFINITIONS & AMPLIFICATION BEFORE ANSWERING

Column 1: Select applicable CS functions, (or “None”) , from the drop-down menu.

Column 2: Type in your Activity Name.

Column 3: Type in your Activity UIC (or Departmental equivalent code) per subordinate activity location.

Column 4: What is the number of supervisory personnel performing this Common Support (CS) function?

Column 5: What is the number of non-supervisory personnel (plus on-board contractors) performing this CS function?

Column 6: What, if any, is the dedicated workspace (Usable Square Feet [USF]) occupied by supervisory personnel performing this CS function?

Column 7: What is the workspace occupied by non-supervisory personnel (plus on-board contractors) performing this CS function?

Source / Reference: Activity Director/Manager

Amplification: Data provided should be as of the date of your response. . For purposes of responding to this question, “Supervisory Personnel” are defined as any individual who direct subordinates and is responsible for their performance and official appraisal/rating.

FOR ADDITIONAL RESOURCES/DEFINITIONS TO ASSIST IN ANSWERING THIS QUESTION, PLEASE REFER TO THE BRAC LIBRARY; HSA JCSG (Headquarters & Support Activities, Joint Cross Service Group) folder, Section I: “Definitions,” pages 2-10, Section II (C) page 89 for addresses of respondents (activities).

Please fill in the following table(s), adding rows as necessary

1-CS Function (Select applicable functions or None) (List) multiple choice	2-Activity Name (Text) string15	3-Activity UIC or Dept Equivalent (Text) string10	4-Supervisory Pers (Pers) numeric	5-Non Supervisory Pers (Pers) numeric	6-Supervisory USF (USF) numeric	7-Non Supervisory USF (USF) numeric

DoD #1917: HSA-CS006 Personnel/sq ft in Support of Facilities Mgmt Function per Activity

JCSG: HQs and Support

Function(s): Common Support Functions - All Targets

Question: The intent of this question is to get a clear picture of which of your activities perform the Facilities Management Function, to include facilities maintenance/service personnel (described under "Amplification"). Complete the table below by adding a new row for EACH subordinate activity that performs this function.

If this question is NOT applicable in its entirety, enter Activity Name and UIC (or Departmental equivalent code) in the appropriate columns, and fill in the remaining cells by entering zero (0).

GUIDANCE ON COMPLETION OF COLUMNS--READ DEFINITIONS & AMPLIFICATION BEFORE ANSWERING

Column 1: Type in your Activity Name.

Column 2: Type in your Activity UIC (or Departmental equivalent code) per activity location.

Column 3: What are the numbers of AUTHORIZED Military Officers within your activity that perform the Facilities Management Function?

Column 4: What are the numbers of AUTHORIZED Military Enlisted within your activity that perform the Facilities Management Function?

Column 5: What are the numbers of AUTHORIZED DoD Civilians within your activity that perform the Facilities Management Function?

Column 6: What are the numbers of On-Board Contractors within your activity that performs the Facilities Management Function?

Column 7: What is the total number of Usable Square Feet (USF) in leased facilities and/or the Pentagon Reservation for which your activity provides this function?

Column 8: What is the total number of Gross Square Feet (GSF) of owned space for which your activity provides this function?

Source / Reference: Facilities Manager

Amplification: Facilities Management Function = The management of real estate and assigned Federal or leased buildings including day-to-day operation, maintenance, repair, renovation, and alteration of assigned buildings, including the management of custodial programs, energy conservation, asbestos abatement, tenant complaints, parking, and building administration.

This is one of several "operational" common headquarters, administrative, and business-related (Common Support (CS)) functions performed/services provided. It does NOT include the functions of developing and issuing policies and providing policy guidance; reviewing and evaluating program performance; allocating and distributing resources; conducting mid- and long-range planning, programming, and budgeting; or, overseeing, directing, and controlling planning for and the employment of global or theater-level U.S. military forces when performed by Major Headquarters Activity (MHA) personnel (as described in DoDD 5100.73, "Major Department of Defense Headquarters Activities") DoDD 5100.73 may be accessed at www.dtic.mil/whs/directives/.

Data provided should be as of the date of your response.

FOR ADDITIONAL RESOURCES/DEFINITIONS TO ASSIST IN ANSWERING THIS QUESTION, PLEASE REFER TO THE BRAC LIBRARY; HSA JCSG (Headquarters & Support Activities, Joint Cross

Service Group) folder, Section I: “Definitions,” pages 2-10, Section II (C) page 89 for addresses of respondents (activities).

Please fill in the following table(s), adding rows as necessary

1-Activity Name (Text) string15	2-Activity UIC or Dept Equivalent (Text) string10	3-MIL Officers (Pers) numeric	4-MIL Enlisted (Pers) numeric	5-DoD Civilians (Pers) numeric	6-On-Board Contractors (FTEs) (#) numeric	7-USF (usable square feet) (USF) numeric	8-GSF (gross square feet) (GSF) numeric

DoD #1918: HSA-FM-INST - Is site on a DoD-owned Installation

JCSG: HQs and Support

Function(s): DFAS, Fin & Acctg, Reg Civ Per Ofc, Agency Pers Ofc (incl WHS)

Question: For each Regional Civilian Personnel Office, Agency Personnel Office (Including WHS), DFAS Central & Field Sites, and Finance and Accounting Activities. For each location, identify if the site is on a DoD-owned installation with a controlled perimeter (See Amplification).

Source / Reference: Services' Real Property Records

Amplification: (1) FOR ADDITIONAL RESOURCES/DEFINITIONS TO ASSIST IN ANSWERING THIS QUESTION, PLEASE REFER TO THE HSA JCSG (Headquarters & Support Activities, Joint Cross Service Group) folder in the BRAC LIBRARY.

(a) For this question, Services & 4th Estate Finance & Accounting Activities identified in Section II (A.), on pages 11-69, are required to respond.

(b) Definitions can be found in Section I, alphabetically on pages 2-10.

(2) DFAS Central & Field Sites - each site.

(3) Civilian Personnel Offices:

(a) Army (CPOCs) - North Central, Northeast, South Central, West, Southwest, and Pacific;

(b) Navy (HRSCs): East, Northwest, Northeast, Southeast, Southwest, and Pacific;

(c) Air Force - AFPC Randolph AFB, 11 WG/DPC Bolling AFB, 72 MSG/DPC Tinker AFB; OO-ALC Hill AFB, 88 MSG/DPC Wright-Patterson AFB; and 78 MSG/DPC Robins AFB;

(d) Defense Commissary Agency: HROD – Alexandria;

(e) Washington Headquarters Services;

(f) DFAS;

(g) Defense Logistics Agency - Customer Support Offices (Columbus, OH and New Cumberland, PA);

(h) Defense Information Systems Agency;

(i) Department of Defense Education Activity.

(4) UFC 4-010-01, Controlled perimeter = For the purpose of these standards, a physical boundary at which vehicle access is controlled at the perimeter of an installation, an area within an installation, or another area with restricted access. A physical boundary will be considered as a sufficient means to channel vehicles to the access control points. At a minimum, access control at a controlled perimeter requires the demonstrated capability to search for and detect explosives. Where the controlled perimeter includes a shoreline and there is no defined perimeter beyond the shoreline, the boundary will be at the mean high water mark. Access control = For the purposes of these standards, any combination of barriers, gates, electronic security equipment, and/or guards that can deny entry to unauthorized personnel or vehicles.

(5) For the purpose of this question, a DoD-owned Installation is one which is recorded on a service's real property records.

Please fill in the following table(s), adding rows as necessary

Name of Organization (Text) string50	Town & State (Text) string50	Zip Code (Code) numeric	On DoD-Owned Installation (Yes/No) Yes/No

DoD #1919: HSA-FIN-ONE Accounting - Corporate Process Applications

JCSG: HQs and Support

Function(s): DFAS and Local Finance & Accounting Activities

Question: For DFAS; for Finance and Accounting Activities. For each location, as of FY 03, identify any one-of-a-kind corporate process applications for the Accounting Function and provide source of information (See Amplification).

Source / Reference: Local Records

Amplification: (1) FOR ADDITIONAL RESOURCES/DEFINITIONS TO ASSIST IN ANSWERING THIS QUESTION, PLEASE REFER TO THE HSA JCSG (Headquarters & Support Activities, Joint Cross Service Group) folder in the BRAC LIBRARY.

(a) For this question, Services & 4th Estate Finance & Accounting Activities identified in Section II (A.)(2.), on pages 18-30, are required to respond.

(b) Definitions can be found in Section I, alphabetically on pages 2-10.

(2) DFAS Central & Field Sites - each site.

(3) One-of-a-Kind corporate process application is defined as a system/software application that is used at one and only one location, not a locally developed stand-alone support system.

(4) Accounting Function includes the various functional operations involved in authorizing, recording, classifying, analyzing, and reporting financial information related to financing sources, gains, expenses, losses, transfers, assets liabilities, equity and internal controls. Report results of operations and use accounting information to aid decision-makers. Provide results of operations and use accounting information to aid decision-makers. Provide responsive, professional finance and accounting service to the DoD by recording financial events, classifying, analyzing, summarizing, and reporting the results of business transactions in financial (monetary) terms.

Please fill in the following table(s), adding rows as necessary

Name of Organization (Text) string50	Town & State (Text) string50	Zip Code (Code) numeric	One-of-a-Kind Corporate Process Application (Text) string50	Source (Text) string50

DoD #1920: HSA-FIN-ONE Non-Appropriated Funds Accounting - Corporate Process Applications

JCSG: HQs and Support

Function(s): DFAS and Local Finance & Accounting Activities

Question: For DFAS; for Finance and Accounting Activities. For each location, as of FY 03, identify any one-of-a-kind corporate process applications for the Non-Appropriated Fund Accounting Function and provide source of information (See Amplification).

Source / Reference: Local Records

Amplification: (1) FOR ADDITIONAL RESOURCES/DEFINITIONS TO ASSIST IN ANSWERING THIS QUESTION, PLEASE REFER TO THE HSA JCSG (Headquarters & Support Activities, Joint Cross Service Group) folder in the BRAC LIBRARY.

(a) For this question, Services & 4th Estate Finance & Accounting Activities identified in Section II (A.)(4), on pages 36-42, are required to respond.

(b) Definitions can be found in Section I, alphabetically on pages 2-10.

(2) DFAS Central & Field Sites - each site.

(3) One-of-a-Kind corporate process application is defined as a system/software application that is used at one and only one location, not a locally developed stand-alone support system.

(4) Non-Appropriated Funds (NAF) monies are not appropriated by the Congress of the United States. NAF come primarily from the sale of goods and services to DoD military and civilian personnel and their family members, and are used to support Morale, Welfare, and Recreation and billeting, certain religious and educational programs. NAF are government funds and are used for the collective benefit of military personnel, their family members, and authorized civilians. These funds are separate and apart from funds that are recorded in the books of the U.S. Treasury. The NAF function includes the various functional operations involved in authorizing, recording, classifying, analyzing, and reporting financial information related to financing sources, gains, expenses, losses, transfers, assets, liabilities, equity and internal controls.

Please fill in the following table(s), adding rows as necessary

Name of Organization (Text) string50	Town & State (Text) string50	Zip Code (Code) numeric	One-of-a-Kind Corporate Process Application (Text) string50	Source (Text) string50

DoD #1921: HSA-FIN-ONE Disbursing - Corporate Process Applications

JCSG: HQs and Support

Function(s): DFAS and Local Finance & Accounting Activities

Question: For DFAS; for Finance and Accounting Activities. For each location, as of FY 03, identify any one of-a-kind corporate process applications for the Disbursing Function and provide source of information (See Amplification).

Source / Reference: Local Records

Amplification: (1) FOR ADDITIONAL RESOURCES/DEFINITIONS TO ASSIST IN ANSWERING THIS QUESTION, PLEASE REFER TO THE HSA JCSG (Headquarters & Support Activities, Joint Cross Service Group) folder in the BRAC LIBRARY.

(a) For this question, Services & 4th Estate Finance & Accounting Activities identified in Section II (A.)(11.), on pages 63-69, are required to respond.

(b) Definitions can be found in Section I, alphabetically on pages 2-10.

(2) DFAS Central & Field Sites - each site.

(3) Finance and Accounting activities other than DFAS will respond to this question only if the Service or Agency has their own disbursing officer (not a deputy to a DFAS disbursing officer) at the location.

(4) One-of-a-Kind corporate process application is defined as a system/software application that is used at one and only one location, not a locally developed stand-alone support system.

(5) Disbursing Function includes safeguarding U.S. funds through delivery of payments and receipt of collections; providing prompt, accurate and timely disbursing services; and reporting accountability to the Department of Treasury.

Please fill in the following table(s), adding rows as necessary

Name of Organization (Text) string50	Town & State (Text) string50	Zip Code (Code) numeric	One-of-a-Kind Corporate Process Application (Text) string50	Source (Text) string50

DoD #1922: HSA-FIN-ONE Military Pay - Corporate Process Applications

JCSG: HQs and Support

Function(s): DFAS and Local Finance & Accounting Activities

Question: For DFAS; for Finance and Accounting Activities. For each location, as of FY 03, identify any one-of-a-kind corporate process applications for the Military Pay Function and provide source of information (See Amplification).

Source / Reference: Local Records

Amplification: (1) FOR ADDITIONAL RESOURCES/DEFINITIONS TO ASSIST IN ANSWERING THIS QUESTION, PLEASE REFER TO THE HSA JCSG (Headquarters & Support Activities, Joint Cross Service Group) folder in the BRAC LIBRARY.

(a) For this question, Services & 4th Estate Finance & Accounting Activities identified in Section II (A.)(10.), on pages 57-63, are required to respond.

(b) Definitions can be found in Section I, alphabetically on pages 2-10.

(2) DFAS Central & Field Sites - each site.

(3) This question excludes military pay services performed by Military Pay Customer Service Representatives/Liaisons. The duties associated with the Military Service Representatives/Liaisons are deemed part of the mission organization.

(4) One-of-a-Kind corporate process application is defined as a system/software application that is used at one and only one location, not a locally developed stand-alone support system.

(5) Military Pay Function includes all functions related to military pay operations; debt and claims management; garnishments; certain bankruptcies; congressional inquiries; electronic commerce; related systems management; and systems test and associated procedures.

Please fill in the following table(s), adding rows as necessary

Name of Organization (Text) string50	Town & State (Text) string50	Zip Code (Code) numeric	One-of-a-Kind Corporate Process Application (Text) string50	Source (Text) string50

DoD #1923: HSA-FIN-ONE Civilian Pay - Corporate Process Applications

JCSG: HQs and Support

Function(s): DFAS and Local Finance & Accounting Activities

Question: For DFAS; for Finance and Accounting Activities. For each location, as of FY 03, identify any one-of-a-kind corporate process applications for the Civilian Pay Function and provide source of information (See Amplification).

Source / Reference: Local Records

Amplification: (1) FOR ADDITIONAL RESOURCES/DEFINITIONS TO ASSIST IN ANSWERING THIS QUESTION, PLEASE REFER TO THE HSA JCSG (Headquarters & Support Activities, Joint Cross Service Group) folder in the BRAC LIBRARY.

(a) For this question, Services & 4th Estate Finance & Accounting Activities identified in Section II (A.)(7.), on pages 48-52, are required to respond.

(b) Definitions can be found in Section I, alphabetically on pages 2-10.

(2) DFAS Central & Field Sites - each site.

(3) One-of-a-Kind corporate process application is defined as a system/software application that is used at one and only one location, not a locally developed stand-alone support system.

(4) DoD Civilian Pay Function includes all functions related to civilian pay operations; debt and claims management; garnishments; congressional inquiries; electronic commerce; related systems management; and systems test and associated procedures. Civilian Pay services exclude administrative functions of the Customer Service Representatives, Liaisons, and Timekeepers.

Please fill in the following table(s), adding rows as necessary

Name of Organization (Text) string50	Town & State (Text) string50	Zip Code (Code) numeric	One-of-a-Kind Corporate Process Application (Text) string50	Source (Text) string50

DoD #1924: HSA-FIN-ONE Military Retired & Annuitant Pay - Corporate Process Applications

JCSG: HQs and Support

Function(s): DFAS and Local Finance & Accounting Activities

Question: For DFAS; for Finance and Accounting Activities. For each location, as of FY 03, identify any one-of-a-kind corporate process applications for the Military Retired and Annuitant Pay Function and provide source of information (See Amplification).

Source / Reference: Local Records

Amplification: (1) FOR ADDITIONAL RESOURCES/DEFINITIONS TO ASSIST IN ANSWERING THIS QUESTION, PLEASE REFER TO THE HSA JCSG (Headquarters & Support Activities, Joint Cross Service Group) folder in the BRAC LIBRARY.

(a) For this question, Services & 4th Estate Finance & Accounting Activities identified in Section II (A.) (9.), on pages 55-57, are required to respond.

(b) Definitions can be found in Section I, alphabetically on pages 2-10.

(2) DFAS Central & Field Sites - each site.

(3) One-of-a-Kind corporate process application is defined as a system/software application that is used at one and only one location, not a locally developed stand-alone support system.

(4) Military Retired and Annuitant Pay Function includes all functions related to military retired and annuitant pay operations; garnishments; congressional inquiries, electronic commerce; related system management; and system test and associated procedures.

Please fill in the following table(s), adding rows as necessary

Name of Organization (Text) string50	Town & State (Text) string50	Zip Code (Code) numeric	One-of-a-Kind Corporate Process Application (Text) string50	Source (Text) string50

DoD #1925: HSA-FIN-ONE Travel Pay - Corporate Process Applications

JCSG: HQs and Support

Function(s): DFAS and Local Finance & Accounting Activities

Question: For DFAS; for Finance and Accounting Activities. For each location, as of FY 03, identify any one-of-a-kind corporate process applications for the Travel Pay Function and provide source of information (See Amplification).

Source / Reference: Local Records

Amplification: (1) FOR ADDITIONAL RESOURCES/DEFINITIONS TO ASSIST IN ANSWERING THIS QUESTION, PLEASE REFER TO THE HSA JCSG (Headquarters & Support Activities, Joint Cross Service Group) folder in the BRAC LIBRARY.

(a) For this question, Services & 4th Estate Finance & Accounting Activities identified in Section II (A.)(1.), on pages 11-18, are required to respond.

(b) Definitions can be found in Section I, alphabetically on pages 2-10.

(2) DFAS Central & Field Sites - each site.

(3) One-of-a-Kind corporate process application is defined as a system/software application that is used at one and only one location, not a locally developed stand-alone support system.

(4) Travel Pay Function includes all functions related to travel pay to include authorization, computation, and payment to include travel cards for all personnel traveling under orders funded by the Department of Defense. This includes military members, DoD civilian employees, members of the Reserve Components, dependents on official orders, and travelers on DoD Invitational travel Orders.

Please fill in the following table(s), adding rows as necessary

Name of Organization (Text) string50	Town & State (Text) string50	Zip Code (Code) numeric	One-of-a-Kind Corporate Process Application (Text) string50	Source (Text) string50

DoD #1926: HSA-FIN-ONE Vendor Pay - Corporate Process Applications

JCSG: HQs and Support

Function(s): DFAS and Local Finance & Accounting Activities

Question: For DFAS; for Finance and Accounting Activities. For each location, as of FY 03, identify any one-of-a-kind corporate process applications for the Vendor Pay Function and provide source of information (See Amplification).

Source / Reference: Local Records

Amplification: (1) FOR ADDITIONAL RESOURCES/DEFINITIONS TO ASSIST IN ANSWERING THIS QUESTION, PLEASE REFER TO THE HSA JCSG (Headquarters & Support Activities, Joint Cross Service Group) folder in the BRAC LIBRARY.

(a) For this question, Services & 4th Estate Finance & Accounting Activities identified in Section II (A.)(5.), on pages 42-46, are required to respond.

(b) Definitions can be found in Section I, alphabetically on pages 2-10.

(2) DFAS Central & Field Sites - each site.

(3) One-of-a-Kind corporate process application is defined as a system/software application that is used at one and only one location, not a locally developed stand-alone support system.

(4) The vendor pay function includes providing functional guidance and procedures for payments of vendors (non-Defense Contract Management Agency administered contracts) and all miscellaneous payments (e.g. power track, transportation payments, and corporate Central Billed Account payments).

Please fill in the following table(s), adding rows as necessary

Name of Organization (Text) string50	Town & State (Text) string50	Zip Code (Code) numeric	One-of-a-Kind Corporate Process Application (Text) string50	Source (Text) string50

DoD #1927: HSA-FIN-ONE Contract Pay - Corporate Process Applications

JCSG: HQs and Support

Function(s): DFAS and Local Finance & Accounting Activities

Question: For DFAS; for Finance and Accounting Activities. For each location, as of FY 03, identify any one-of-a-kind corporate process applications for the Contract Pay Function and provide source of information (See Amplification).

Source / Reference: Local Records

Amplification: (1) FOR ADDITIONAL RESOURCES/DEFINITIONS TO ASSIST IN ANSWERING THIS QUESTION, PLEASE REFER TO THE HSA JCSG (Headquarters & Support Activities, Joint Cross Service Group) folder in the BRAC LIBRARY.

(a) For this question, Services & 4th Estate Finance & Accounting Activities identified in Section II (A).(8.), on pages 53-54, are required to respond.

(b) Definitions can be found in Section I, alphabetically on pages 2-10.

(2) DFAS Central & Field Sites - each site.

(3) One-of-a-Kind corporate process application is defined as a system/software application that is used at one and only one location, not a locally developed stand-alone support system.

(4) The contract pay function includes paying contractors through formal long-term contract instruments (requiring contract administration) that provide products and services to the DoD Components (Services and Agencies).

Please fill in the following table(s), adding rows as necessary

Name of Organization (Text) string50	Town & State (Text) string50	Zip Code (Code) numeric	One-of-a-Kind Corporate Process Application (Text) string50	Source (Text) string50

DoD #1928: HSA-FIN-ONE Management/Oversight & Support of DFAS Business - Corporate Process Applications

JCSG: HQs and Support

Function(s): DFAS Corporate Functions

Question: For DFAS only. For each location, as of FY 03, identify any one-of-a-kind corporate process applications for the DFAS Management/Oversight & Support of DFAS Business Functions and provide source of information (See Amplification).

Source / Reference: Local Records

Amplification: (1) One-of-a-Kind corporate process application is defined as a system/software application that is used at one and only one location, not a locally developed stand-alone support system.

(2) DFAS Management/Oversight & Support of DFAS Business Function include: DFAS Director, Chief of Staff, DFAS Deputy Director, Director of Corporate Resources, Director of Corporate Elements, immediate/direct support staff, and any personnel NOT assigned to the following business/product line and corporate organizations' functions as of year-end FY 03: Management/Overhead for Finance and Accounting, Accounting, Security Assistance Accounting, Non-Appropriated Funds Accounting, Disbursing, Military Pay, Civilian Pay, Military Retired and Annuitant Pay, Travel Pay, Vendor Pay, Contract Pay, Acquisition and Contracting, Administration Services, Internal Review/Audit, Information Technology, Systems Integration, Technology Services, Resource Management, Human Resources, Equal Employment Opportunity, General Counsel/Legal Services, Corporate Communications, Corporate Planning, Military Pay Systems Transition Program, Business Integration Executive Office, and Finance (Policy and Oversight), Accounting (Policy and Oversight).

Please fill in the following table(s), adding rows as necessary

Name of Organization (Text) string50	Town & State (Text) string50	Zip Code (Code) numeric	One-of-a-Kind Corporate Process Application (Text) string50	Source (Text) string50

DoD #1929: HSA-FIN-ONE DFAS Acquisition & Contracting - Corporate Process Applications

JCSG: HQs and Support

Function(s): DFAS Corporate Functions

Question: For DFAS only. For each location, as of FY 03, identify any one-of-a-kind corporate process applications for DFAS Acquisition & Contracting Function and provide source of information (See Amplification).

Source / Reference: Local Records

Amplification: (1) One-of-a-Kind corporate process application is defined as a system/software application that is used at one and only one location, not a locally developed stand-alone support system.

(2) Acquisition & Contracting Function includes: Provide oversight of acquisitions to include purchase card program, Defense Acquisition Workforce Impact Act certification, and contracting operations. Oversee all aspects of the acquisition process, including policy, compliance review, small business utilization, competition advocacy, and technical procurement training.

Please fill in the following table(s), adding rows as necessary

Name of Organization (Text) string50	Town & State (Text) string50	Zip Code (Code) numeric	One-of-a-Kind Corporate Process Application (Text) string50	Source (Text) string50

DoD #1930: HSA-FIN-ONE DFAS Information Technology - Corporate Process Applications

JCSG: HQs and Support

Function(s): DFAS Corporate Functions

Question: For DFAS only. For each location, as of FY 03, identify any one-of-a-kind corporate process application for DFAS Information Technology Function and provide source of information (See Amplification).

Source / Reference: Local Records

Amplification: (1) One-of-a-Kind corporate process application is defined as a system/software application that is used at one and only one location, not a locally developed stand-alone support system.

(2) Information Technology Function includes: Provide support to include defining the information technology needs of the customer; acquiring the services and systems to meet those needs; and manage those services and systems over their life cycle. Develop, promulgate, and oversee Information Management plans and policies. Facilitate development and maintenance of Agency operational, technical, infrastructure systems, and application systems architectures, including evolution of the Defense Corporate Information Infrastructure (DCII). Oversee provisioning of telecommunications, computing and software engineering services to support agency missions. Manage the agency information assurance programs and provide component data administration services. Serve as agency Critical Infrastructure Assurance Office responsible for ensuring critical infrastructure risks are assessed and mitigated across the agency.

Please fill in the following table(s), adding rows as necessary

Name of Organization (Text) string50	Town & State (Text) string50	Zip Code (Code) numeric	One-of-a-Kind Corporate Process Application (Text) string50	Source (Text) string50

DoD #1931: HSA-FIN-ONE DFAS Corporate Planning - Corporate Process Applications

JCSG: HQs and Support

Function(s): DFAS Corporate Functions

Question: For DFAS only. For each location, as of FY 03, identify any one-of-a-kind corporate process application for DFAS Corporate Planning Function and provide source of information (See Amplification).

Source / Reference: Local Records

Amplification: (1) One-of-a-Kind corporate process application is defined as a system/software application that is used at one and only one location, not a locally developed stand-alone support system.

(2) Corporate Planning Function includes: Manage and develop the overall Agency strategic plan and balanced scorecard, performance contract, performance measurement; competitive sourcing, and most efficient organization oversight; benchmarking studies, and activity based cost studies; the Agency's contingency plan and non-cost service level agreements with all product lines/corporate organizations.

Please fill in the following table(s), adding rows as necessary

Name of Organization (Text) string50	Town & State (Text) string50	Zip Code (Code) numeric	One-of-a-Kind Corporate Process Application (Text) string50	Source (Text) string50

DoD #1932: HSA-FIN-ONE DFAS Administrative Services - Corporate Process Applications

JCSG: HQs and Support

Function(s): DFAS Corporate Functions

Question: For DFAS only. For each location, as of FY 03, identify any one-of-a-kind corporate process application for DFAS Administrative Services Function and provide source of information (See Amplification).

Source / Reference: Local Records

Amplification: (1) One-of-a-Kind corporate process application is defined as a system/software application that is used at one and only one location, not a locally developed stand-alone support system.

(2) DFAS Administrative Services Function includes: Perform administration services to include facilities management, logistics, security, general administration, health & wellness program, safety & environmental, audiovisual services and other administration services functions as assigned as of year-end FY 03.

Please fill in the following table(s), adding rows as necessary

Name of Organization (Text) string50	Town & State (Text) string50	Zip Code (Code) numeric	One-of-a-Kind Corporate Process Application (Text) string50	Source (Text) string50

DoD #1933: HSA-FIN-ONE DFAS Internal Review/Audit - Corporate Process Applications

JCSG: HQs and Support

Function(s): DFAS Corporate Functions

Question: For DFAS only. For each location, as of FY 03, identify any one-of-a-kind corporate process application for DFAS Internal Review/Audit Functions and provide source of information (See Amplification).

Source / Reference: Local Records

Amplification: (1) One-of-a-Kind corporate process application is defined as a system/software application that is used at one and only one location, not a locally developed stand-alone support system.

(2) Internal Review/Audit Function includes: Provide agency-wide responsive, professional and objective information and advice to enhance agency stewardship over DoD resources. Provide management/oversight of internal review examines programs, systems, and processes, and provides information, analyses, assessments, recommendations and other assistance applicable to agency management duties and objectives. Partner with management in its efforts to continuously improve the efficiency and effectiveness of agency programs and processes through the conduct of performance audits, systems audits and investigations. Provide administration of the audit liaison and hotline programs.

Please fill in the following table(s), adding rows as necessary

Name of Organization (Text) string50	Town & State (Text) string50	Zip Code (Code) numeric	One-of-a-Kind Corporate Process Application (Text) string50	Source (Text) string50

DoD #1934: HSA-FIN-ONE DFAS Systems Integration - Corporate Process Applications

JCSG: HQs and Support

Function(s): DFAS Corporate Functions

Question: For DFAS only. For each location, as of FY 03, identify any one-of-a-kind corporate process application for DFAS Systems Integration Function and provide source of information (See Amplification).

Source / Reference: Local Records

Amplification: (1) One-of-a-Kind corporate process application is defined as a system/software application that is used at one and only one location, not a locally developed stand-alone support system.

(2) Systems Integration Function includes: Provide management/oversight of chartered acquisition programs. Manage the lifecycle of automated application systems, corporate data bases and warehouses/data marts through deployment, in support of the DFAS mission. Ensure application of proper program management discipline to all chartered programs and oversee training and certification of Agency program managers. Direct or oversees independent testing and certification for Agency automated information systems.

Please fill in the following table(s), adding rows as necessary

Name of Organization (Text) string50	Town & State (Text) string50	Zip Code (Code) numeric	One-of-a-Kind Corporate Process Application (Text) string50	Source (Text) string50

DoD #1935: HSA-FIN-ONE DFAS Technology Services - Corporate Process Applications

JCSG: HQs and Support

Function(s): DFAS Corporate Functions

Question: For DFAS only. For each location, as of FY 03, identify any one-of-a-kind corporate process application for DFAS Technology Services Functions and provide source of information (See Amplification).

Source / Reference: Local Records

Amplification: (1) One-of-a-Kind corporate process application is defined as a system/software application that is used at one and only one location, not a locally developed stand-alone support system.

(2) Technology Services Function includes: Plan; develop architecture, design building, operating, and maintain essential DFAS infrastructure systems (e.g., Enterprise Local Areas Network (ELAN)); provide Software Engineering Services in accordance with DFAS standard methods and procedures; and establish and manage DFAS Corporate Information Infrastructure (DCII) architecture and engineering environment.

Administers ELAN operations at sites.

Please fill in the following table(s), adding rows as necessary

Name of Organization (Text) string50	Town & State (Text) string50	Zip Code (Code) numeric	One-of-a-Kind Corporate Process Application (Text) string50	Source (Text) string50

DoD #1936: HSA-FIN-ONE DFAS Resource Management - Corporate Process Applications

JCSG: HQs and Support

Function(s): DFAS Corporate Functions

Question: For DFAS only. For each location, as of FY 03, identify any one-of-a-kind corporate process application for DFAS Resource Management Function and provide source of information (See Amplification).

Source / Reference: Local Records

Amplification: (1) One-of-a-Kind corporate process application is defined as a system/software application that is used at one and only one location, not a locally developed stand-alone support system.

(2) DFAS Resource Management Function includes: Perform corporate budget functions, program analysis, and both financial and management reporting; incorporate customer-developed requirements and justification into the capital and operating budgets and assist customer in the formulation of the capital/operating budgets, and provide assistance in other support services [e.g., budget formulation, budget guidance, budget presentation, budget execution, funds distribution and control, funds certification (commitments, obligations, and expenses), budget analyses (output, activity, workload, revenue, unit cost, billing rates, financial trends), and work count (consolidation, accounting, and reporting)]. Perform Resource Integrator Functions which includes: assist in planning, programming and budgeting system functions; perform program analysis, manpower management, and management reporting of unit costs; support business management offices; and financial advisor to business/product lines and corporate executives. Perform other resource management functions as assigned as of year-end FY 03.

Please fill in the following table(s), adding rows as necessary

Name of Organization (Text) string50	Town & State (Text) string50	Zip Code (Code) numeric	One-of-a-Kind Corporate Process Application (Text) string50	Source (Text) string50

DoD #1937: HSA-FIN-ONE DFAS Human Resources - Corporate Process Applications

JCSG: HQs and Support

Function(s): DFAS Corporate Functions

Question: For DFAS only. For each location, as of FY 03, identify any one-of-a-kind corporate process application for DFAS Human Resources Function and provide source of information (See Amplification).

Source / Reference: Local Records

Amplification: (1) One-of-a-Kind corporate process application is defined as a system/software application that is used at one and only one location, not a locally developed stand-alone support system.

(2) Human Resources (HR) Function includes: Establish agency-wide human resources policies and provide executive leadership and direction to all human resource management operations. Perform military and civilian personnel management, organizational development, and change management. Provide HR services and products in support of the human capital needs and strategic business goals for improved mission performance.

Please fill in the following table(s), adding rows as necessary

Name of Organization (Text) string50	Town & State (Text) string50	Zip Code (Code) numeric	One-of-a-Kind Corporate Process Application (Text) string50	Source (Text) string50

DoD #1938: HSA-FIN-ONE DFAS Equal Employment Opportunity - Corporate Process Applications

JCSG: HQs and Support

Function(s): DFAS Corporate Functions

Question: For DFAS only. For each location, as of FY 03, identify any one-of-a-kind corporate process application for DFAS Equal Employment Opportunity (EEO) Function and provide source of information (See Amplification).

Source / Reference: Local Records

Amplification: (1) One-of-a-Kind corporate process application is defined as a system/software application that is used at one and only one location, not a locally developed stand-alone support system.

(2) Equal Employment Opportunity Function includes develop and implement policy, directive, guidance and procedures for the Agency's EEO Program. Coordinate and perform as required EEO related training for managers, supervisors, and employees. Promote equal opportunity programs and provide oversight for established programs agency-wide.

Please fill in the following table(s), adding rows as necessary

Name of Organization (Text) string50	Town & State (Text) string50	Zip Code (Code) numeric	One-of-a-Kind Corporate Process Application (Text) string50	Source (Text) string50

DoD #1939: HSA-FIN-ONE DFAS General Counsel/Legal Services - Corporate Process Applications

JCSG: HQs and Support

Function(s): DFAS Corporate Functions

Question: For DFAS only. For each location, as of FY 03, identify any one-of-a-kind corporate process application for General Counsel/Legal Services Functions and provide source of information (See Amplification).

Source / Reference: Local Records

Amplification: (1) One-of-a-Kind corporate process application is defined as a system/software application that is used at one and only one location, not a locally developed stand-alone support system.

(2) General Counsel/Legal Services Function includes: Provide legal advice, guidance, and services to DFAS on matters that affect the Agency. Provide liaison with other agencies on legal issues relating to DFAS and manages assigned programs. Provide the communication link between the Agency and the Congress. Provide DFAS leadership with information and analysis of proposed legislation and coordinates the Agency's input on draft legislation for submission to the DoD Office of General Counsel. Work with key congressional staff, committees and members to provide current information on DFAS programs, performance and challenges, as well as preparation for congressional hearings.

Please fill in the following table(s), adding rows as necessary

Name of Organization (Text) string50	Town & State (Text) string50	Zip Code (Code) numeric	One-of-a-Kind Corporate Process Application (Text) string50	Source (Text) string50

DoD #1940: HSA-FIN-ONE DFAS Military Pay Systems Transition Program Office - Corporate Process Application

JCSG: HQs and Support

Function(s): DFAS Corporate Functions

Question: For DFAS only. For each location, as of FY 03, identify any one-of-a-kind corporate process application for DFAS Military Pay Systems Transition Program Office Function and provide source of information (See Amplification).

Source / Reference: Local Records

Amplification: (1) One-of-a-Kind corporate process application is defined as a system/software application that is used at one and only one location, not a locally developed stand-alone support system.

(2) Military Pay Systems Transition Program Office Function includes: Provide support of the Defense Integrated Military Human Resources System (Personnel/Pay), [DIMHRS (PERS/PAY)]. Assist with the design and development of the pay module for DIMHRS (PERS/PAY) initiative.

Please fill in the following table(s), adding rows as necessary

Name of Organization (Text) string50	Town & State (Text) string50	Zip Code (Code) numeric	One-of-a-Kind Corporate Process Application (Text) string50	Source (Text) string50

DoD #1941: HSA-FIN-ONE DFAS Corporate Communications - Corporate Process Applications

JCSG: HQs and Support

Function(s): DFAS Corporate Functions

Question: For DFAS only. For each location, as of FY 03, identify any one-of-a-kind corporate process application for DFAS Corporate Communications Function and provide source of information (See Amplification).

Source / Reference: Local Records

Amplification: (1) One-of-a-Kind corporate process application is defined as a system/software application that is used at one and only one location, not a locally developed stand-alone support system.

(2) Corporate Communications Function includes: Provide Agency-wide professional internal and external communications services, including public affairs and marketing DFAS as "Your financial partner @ work."

Please fill in the following table(s), adding rows as necessary

Name of Organization (Text) string50	Town & State (Text) string50	Zip Code (Code) numeric	One-of-a-Kind Corporate Process Application (Text) string50	Source (Text) string50

DoD #1942: HSA-FIN-ONE DFAS Business Integration Executive Office - Corporate Process Applications

JCSG: HQs and Support

Function(s): DFAS Corporate Functions

Question: For DFAS only. For each location, as of FY 03, identify any one-of-a-kind corporate process applications for the DFAS Business Integration Executive Office Function and provide source of information (See Amplification).

Source / Reference: Local Records

Amplification: (1) One-of-a-Kind corporate process application is defined as a system/software application that is used at one and only one location, not a locally developed stand-alone support system.

(2) Business Integration Executive Office Function includes: Ensure that an organization maximizes the value it achieves through one of its most important aspects - knowledge. Responsible for overall Agency policy for administration, coordination, supervision, and performance of knowledge management. Develop overall framework that guides knowledge management by actively promoting knowledge agenda within and beyond the Agency, oversee the development of the knowledge information technology infrastructure, "hard" as well as "soft," and implement/facilitate change management within the organization. Act as a consultant to the Director and change agent with strategic business focus to generate creative solutions to Agency issues and concerns that are in keeping with the overall Agency mission, vision, and goals.

Please fill in the following table(s), adding rows as necessary

Name of Organization (Text) string50	Town & State (Text) string50	Zip Code (Code) numeric	One-of-a-Kind Corporate Process Application (Text) string50	Source (Text) string50

DoD #1943: HSA-FIN-ONE DFAS Finance (Policy/Oversight) - Corporate Process Applications

JCSG: HQs and Support

Function(s): DFAS Corporate Functions

Question: For DFAS only. For each location, as of FY 03, identify any one-of-a-kind corporate process application for DFAS Finance (Policy and Oversight) Function and provide source of information (See Amplification).

Source / Reference: Local Records

Amplification: (1) One-of-a-Kind corporate process application is defined as a system/software application that is used at one and only one location, not a locally developed stand-alone support system.

(2) Finance (Policy and Oversight) Function includes: Manage the DoD travel card program and the DoD Overseas Military Banking Program along with the programs and procedures governing banks and credit unions on DoD installations worldwide. Plan, formulate, develop and promulgate finance principles, standards, and policy for civilian pay, military pay, contract pay, vendor pay, travel pay, and debt management. Review, analyze and interpret US law, legal decisions, and other DoD and federal government regulations. Administer and publish selected DoD Financial Management Regulation volumes.

Please fill in the following table(s), adding rows as necessary

Name of Organization (Text) string50	Town & State (Text) string50	Zip Code (Code) numeric	One-of-a-Kind Corporate Process Application (Text) string50	Source (Text) string50

DoD #1944: HSA-FIN-ONE DFAS Accounting (Policy/Oversight) - Corporate Process Applications

JCSG: HQs and Support

Function(s): DFAS Corporate Functions

Question: For DFAS only. For each location, as of FY 03, identify any one-of-a-kind corporate process application for DFAS Accounting (Policy and Oversight) Function and provide source of information (See Amplification).

Source / Reference: Local Records

Amplification: (1) One-of-a-Kind application is defined as a system/software application that is used at one and only one location, not a locally developed stand-alone support system.

(2) Accounting (Policy and Oversight) Function includes: Provide policy and oversight of accounting and disbursing requirements, systems, and operations at the field and departmental levels for all appropriated funds, revolving funds (including working capital funds), trust revolving funds, and trust fund activities, including foreign military sales and applicable non-appropriated funds. Develop business solutions to support customer requirements. Develop accounting procedures to implement the Federal Accounting Process and Standards, including compliance with the Chief Financial Officers Act.

Please fill in the following table(s), adding rows as necessary

Name of Organization (Text) string50	Town & State (Text) string50	Zip Code (Code) numeric	One-of-a-Kind Corporate Process Application (Text) string50	Source (Text) string50

DoD #1945: HSA-FIN-FCAR DFAS Facility Condition Assessment Ratings

JCSG: HQs and Support

Function(s): DFAS Central and Field Sites

Question: For DFAS Central and Field Sites Only. For each location, as of FY 03, identify the Facility Condition Assessment Rating based on DFAS FAC Codes - Red, Amber, and Green and provide source of information (See Amplification).

Source / Reference: Local Records

Amplification: (1) DFAS provided following description for FAC Codes they use for their facilities: Red - Major Construction/maintenance/repairs greater than \$250-K within next 5 years; Yellow - Some construction/maintenance/repairs \$100K-\$250K within the next 5 years; or Green - no known major repair/maintenance requirement within the next 5 years, maintenance/repairs less than \$100K.

Please fill in the following table(s), adding rows as necessary

Name of Organization (Text) string50	Town & State (Text) string50	Zip Code (Code) (Code) numeric	DFAS FAC Code Red (Text) string50	DFAS FAC Code Amber (Text) string50	DFAS FAC Code Green (Text) string50	Source (Text) string50

DoD #1946: HSA-FIN-OPS\$ DFAS Operating Costs Per Square Foot

JCSG: HQs and Support

Function(s): DFAS Central and Field Sites

Question: For DFAS Central and Field Sites only. For each location, as of FY 03, identify the operating cost per square feet for each DFAS Central and Field Site and provide source of information (See Amplification).

Source / Reference: Local Records

Amplification: (1) Operating cost per square foot should include like costs for all space occupied by DFAS Central and Field Sites to ensure there is an "apples to apples" comparison. DFAS Responses should provide a comment in their response which identifies the cost category(ies) included in operating cost per square feet.

Please fill in the following table(s), adding rows as necessary

Name of Organization (Text) string50	Town & State (Text) string50	Zip Code (Code) string50	Operating Cost Per Square Foot (\$) numeric	Source (Text) string50

DoD #1947: HSA-FIN-CUST Accounting - # of Major Organizations Serviced

JCSG: HQs and Support

Function(s): DFAS and Local Finance & Accounting Activities

Question: For DFAS MSAs; for Local Finance & Accounting Activities. For each location, identify the number of major organizations serviced by an accounting function in FY03 and provide source of information (See Amplification).

Source / Reference: DFAS - Service Level Agreements or Memorandum of Agreement; All Others - Local Records

Amplification: (1) FOR ADDITIONAL RESOURCES/DEFINITIONS TO ASSIST IN ANSWERING THIS QUESTION, PLEASE REFER TO THE HSA JCSG (Headquarters & Support Activities, Joint Cross Service Group) folder in the BRAC LIBRARY.

(a) For this question, Services & 4th Estate Finance & Accounting Activities identified in Section II (A.) (2.), on pages 18-30, are required to respond.

(b) Definitions can be found in Section I, alphabetically on pages 2-10.

(2) FOR DFAS - DFAS Mission Support Accounting/Managerial Systems Accountant (MSA) - Major Organizations as identified in service level agreements, memorandums of agreement or other formal mechanism.

(3) For the purpose of this data call a major organization is: (a) a Major Command for Army and Air Force, (b) a Claimant for Navy, (c) a DoD Agency, (d) a DoD Activity. For example, if six elements of a Major Command are supported, the count would be one for that Major Command. Similarly, if two elements of the same DoD Agency or Activity are being serviced, the count would be one for the DoD Agency or Activity being serviced.

(4) Accounting Function includes the various functional operations involved in authorizing, recording, classifying, analyzing, and reporting financial information related to financing sources, gains, expenses, losses, transfers, assets liabilities, equity and internal controls. Report results of operations and use accounting information to aid decision-makers. Provide results of operations and use accounting information to aid decision-makers. Provide responsive, professional finance and accounting service to the DoD by recording financial events, classifying, analyzing, summarizing, and reporting the results of business transactions in financial (monetary) terms.

Please fill in the following table(s), adding rows as necessary

Name of Organization (Text) string50	Town & State (Text) string50	Zip Code (Code) numeric	Number of Major Organizations Serviced (#) numeric	Source (Text) string50

DoD #1948: HSA-FIN-CUST Military Pay - # of Major Organizations Serviced

JCSG: HQs and Support

Function(s): DFAS and Local Finance & Accounting Activities

Question: For DFAS DMPOs; for Local Finance and Accounting Activities. For each location, identify the number of major organizations serviced by a Military Pay Function as of FY 03 and provide source of information (See Amplification).

Source / Reference: DFAS - Service Level Agreements, Memorandum of Agreement or other records; All Others - Local Records

Amplification: (1) FOR ADDITIONAL RESOURCES/DEFINITIONS TO ASSIST IN ANSWERING THIS QUESTION, PLEASE REFER TO THE HSA JCSG (Headquarters & Support Activities, Joint Cross Service Group) folder in the BRAC LIBRARY.

(a) For this question, Services & 4th Estate Finance & Accounting Activities identified in Section II (A.)(10.), on pages 57-63, are required to respond.

(b) Definitions can be found in Section I, alphabetically on pages 2-10.

(2) FOR DFAS - DFAS Defense Military Pay Office (DMPO).

(3) For the purpose of this data call a major organization is: (a) a Major Command for Army and Air Force, (b) a Claimant for Navy, (c) a DoD Agency, (d) a DoD Activity. For example, if six elements of a Major Command are supported, the count would be one for that Major Command. Similarly, if two elements of the same DoD Agency or Activity are being serviced, the count would be one for the DoD Agency or Activity being serviced.

(4) Military Pay Function includes all functions related to military pay operations; debt and claims management; garnishments; certain bankruptcies; congressional inquiries; electronic commerce; related systems management; and systems test and associated procedures.

Please fill in the following table(s), adding rows as necessary

Name of Organization (Text) string50	Town & State (Text) string50	Zip Code (Code) numeric	Number of Major Organizations Serviced (#) numeric	Source (Text) string50

DoD #1949: HSA-FIN-CUST Travel Pay - # of Major Organizations Serviced

JCSG: HQs and Support

Function(s): DFAS and Local Finance & Accounting Activities

Question: For DFAS DMPOs; for Local Finance & Accounting Activities. For each location, identify the number of major organizations serviced for Travel Pay Function in FY 03 and provide source of information (See Amplification).

Source / Reference: DFAS - Service Level Agreements, Memorandum of Agreement or other records; All Others - Local Records

Amplification: (1) FOR ADDITIONAL RESOURCES/DEFINITIONS TO ASSIST IN ANSWERING THIS QUESTION, PLEASE REFER TO THE HSA JCSG (Headquarters & Support Activities, Joint Cross Service Group) folder in the BRAC LIBRARY.

(a) For this question, Services & 4th Estate Finance & Accounting Activities identified in Section II (A.)(1.), on pages 11-18, are required to respond.

(b) Definitions can be found in Section I, alphabetically on pages 2-10.

(2) FOR DFAS - DFAS Defense Military Pay Office (DMPO).

(3) For the purpose of this data call a major organization is: (a) a Major Command for Army and Air Force, (b) a Claimant for Navy, (c) a DoD Agency, (d) a DoD Activity. For example, if six elements of a Major Command are supported, the count would be one for that Major Command. Similarly, if two elements of the same DoD Agency or Activity are being serviced, the count would be one for the DoD Agency or Activity being serviced.

(4) Travel Pay Function includes all functions related to travel pay to include authorization, computation, and payment to include travel cards for all personnel traveling under orders funded by the Department of Defense. This includes military members, DoD civilian employees, members of the Reserve Components, dependents on official orders, and travelers on DoD Invitational Travel Orders.

Please fill in the following table(s), adding rows as necessary

Name of Organization (Text) string50	Town & State (Text) string50	Zip Code (Code) numeric	Number of Major Organizations Serviced (#) numeric	Source (Text) string50

DoD #1950: HSA-FIN-CUST Management/Oversight of F&A - # of Maj Organizations Serviced

JCSG: HQs and Support

Function(s): Local Finance & Accounting

Question: For Local Finance and Accounting Activities. For each location, identify the number of major organizations serviced for Management/Oversight for Finance and Accounting Function in FY 03 and provide source of information (See Amplification).

Source / Reference: Local Records

Amplification: (1) FOR ADDITIONAL RESOURCES/DEFINITIONS TO ASSIST IN ANSWERING THIS QUESTION, PLEASE REFER TO THE HSA JCSG (Headquarters & Support Activities, Joint Cross Service Group) folder in the BRAC LIBRARY.

(a) For this question, Services & 4th Estate Finance & Accounting Activities identified in Section II (A.) (3.), on pages 30-36, are required to respond.

(b) Definitions can be found in Section I, alphabetically on pages 2-10.

(2) For the purpose of this data call a major organization is: (a) a Major Command for Army and Air Force, (b) a Claimant for Navy, (c) a DoD Agency, (d) a DoD Activity. For example, if six elements of a Major Command are supported, the count would be one for that Major Command. Similarly, if two elements of the same DoD Agency or Activity are being serviced, the count would be one for the DoD Agency or Activity being serviced.

(3) Management/Oversight of Finance & Accounting Function includes: Direct financial management operations, systems, and functions for all appropriated, non-appropriated, working capital, revolving, and trust fund activities including security assistance. Enforce statutory and regulatory financial reporting requirements and provide appropriate policy/implementing guidance. Provide accounting and reporting services for all levels of DoD for appropriated, non-appropriated, revolving and trust funds. For example, Business Offices, Installation Accounting Offices, Continuing Government Activity Offices, and any office providing oversight of other finance and accounting operations.

Please fill in the following table(s), adding rows as necessary

Name of Organization (Text) string50	Town & State (Text) string50	Zip Code (Code) numeric	Number of Major Organizations Serviced (#) numeric	Source (Text) string50

DoD #1951: HSA-FIN-CUST Security Assistance Accounting - # of Major Organizations Serviced

JCSG: HQs and Support

Function(s): Local Finance & Accounting

Question: For Local Finance and Accounting Activities. For each location identify the number of major organizations serviced for Security Assistance Accounting in FY 03 and provide source of information (See Amplification).

Source / Reference: Local Records

Amplification: (1) FOR ADDITIONAL RESOURCES/DEFINITIONS TO ASSIST IN ANSWERING THIS QUESTION, PLEASE REFER TO THE HSA JCSG (Headquarters & Support Activities, Joint Cross Service Group) folder in the BRAC LIBRARY.

(a) For this question, Services & 4th Estate Finance & Accounting Activities identified in Section II (A.)(6), on pages 46-47, are required to respond.

(b) Definitions can be found in Section I, alphabetically on pages 2-10.

(2) For the purpose of this data call a major organization is: (a) a Major Command for Army and Air Force, (b) a Claimant for Navy, (c) a DoD Agency, (d) a DoD Activity. For example, if six elements of a Major Command are supported, the count would be one for that Major Command. Similarly, if two elements of the same DoD Agency or Activity are being serviced, the count would be one for the DoD Agency or Activity being serviced.

(3) Security Assistance Accounting Function includes providing accurate and timely recording, reporting, and reconciling of accounting events related to Security Assistance Accounting (SAA). This includes accounting events related to Foreign Military Sales, Foreign Military Financing, Special Defense Acquisition Fund, International Military Education and Training, and other elements of the SAA program as defined by the Security Assistance Management Manual and in Volume 15 of the DoD Financial Management Regulation.

Please fill in the following table(s), adding rows as necessary

Name of Organization (Text) string50	Town & State (Text) string50	Zip Code (Code) numeric	Number of Major Organizations Serviced (#) numeric	Source (Text) string50

DoD #1952: HSA-FIN-CUST Non-Appropriated Funds Accounting - # of Major Organizations Serviced

JCSG: HQs and Support

Function(s): Local Finance & Accounting

Question: For Local Finance and Accounting Function. For each location, identify the number of major organizations serviced for Non-Appropriated Funds (NAF) Accounting in FY 03 and provide source of information (See Amplification).

Source / Reference: Local Records

Amplification: (1) FOR ADDITIONAL RESOURCES/DEFINITIONS TO ASSIST IN ANSWERING THIS QUESTION, PLEASE REFER TO THE HSA JCSG (Headquarters & Support Activities, Joint Cross Service Group) folder in the BRAC LIBRARY.

(a) For this question, Services & 4th Estate Finance & Accounting Activities identified in Section II (A.) (4), on pages 36-42, are required to respond.

(b) Definitions can be found in Section I, alphabetically on pages 2-10.

(2) For the purpose of this data call a major organization is: (a) a Major Command for Army and Air Force, (b) a Claimant for Navy, (c) a DoD Agency, (d) a DoD Activity. For example, if six elements of a Major Command are supported, the count would be one for that Major Command. Similarly, if two elements of the same DoD Agency or Activity are being serviced, the count would be one for the DoD Agency or Activity being serviced.

(3) Non-Appropriated Funds (NAF) monies are not appropriated by the Congress of the United States. NAF come primarily from the sale of goods and services to DoD military and civilian personnel and their family members, and are used to support Morale, Welfare, and Recreation, billeting, and certain religious and educational programs. NAF are government funds and are used for the collective benefit of military personnel, their family members, and authorized civilians. These funds are separate and apart from funds that are recorded in the books of the U.S. Treasury. The NAF function includes the various functional operations involved in authorizing, recording, classifying, analyzing, and reporting financial information related to financing sources, gains, expenses, losses, transfers, assets, liabilities, equity and internal controls.

Please fill in the following table(s), adding rows as necessary

Name of Organization (Text) string50	Town & State (Text) string50	Zip Code (Code) numeric	Number of Major Organizations Serviced (#) numeric	Source (Text) string50

DoD #1953: HSA-FIN-CUST Disbursing - # of Major Organizations Serviced

JCSG: HQs and Support

Function(s): Local Finance & Accounting

Question: For Local Finance & Accounting Activities. For each location, identify the number of Major Organizations serviced for Disbursing Function in FY 03 and provide source of information (See Amplification).

Source / Reference: Local Records

Amplification: (1) FOR ADDITIONAL RESOURCES/DEFINITIONS TO ASSIST IN ANSWERING THIS QUESTION, PLEASE REFER TO THE HSA JCSG (Headquarters & Support Activities, Joint Cross Service Group) folder in the BRAC LIBRARY.

(a) For this question, Services & 4th Estate Finance & Accounting Activities identified in Section II (A.)(11.), on pages 63-69, are required to respond.

(b) Definitions can be found in Section I, alphabetically on pages 2-10.

(2) For the purpose of this data call a major organization is: (a) a Major Command for Army and Air Force, (b) a Claimant for Navy, (c) a DoD Agency, (d) a DoD Activity. For example, if six elements of a Major Command are supported, the count would be one for that Major Command. Similarly, if two elements of the same DoD Agency or Activity are being serviced, the count would be one for the DoD Agency or Activity being serviced.

(3) Disbursing Function includes safeguarding U.S. funds through delivery of payments and receipt of collections; providing prompt, accurate and timely disbursing services; and reporting accountability to the Department of Treasury.

Please fill in the following table(s), adding rows as necessary

Name of Organization (Text) string50	Town & State (Text) string50	Zip Code (Code) numeric	Number of Major Organizations Serviced (#) numeric	Source (Text) string50

DoD #1954: HSA-FIN-CUST Civilian Pay - # of Major Organizations Serviced

JCSG: HQs and Support

Function(s): Local Finance & Accounting

Question: For Local Finance & Accounting Activity. For each location, identify the number of major organizations serviced for Civilian Pay Function in FY 03 and provide source of information (See Amplification).

Source / Reference: Local Records

Amplification: (1) FOR ADDITIONAL RESOURCES/DEFINITIONS TO ASSIST IN ANSWERING THIS QUESTION, PLEASE REFER TO THE HSA JCSG (Headquarters & Support Activities, Joint Cross Service Group) folder in the BRAC LIBRARY.

(a) For this question, Services & 4th Estate Finance & Accounting Activities identified in Section II (A).(7.), on pages 48-53, are required to respond.

(b) Definitions can be found in Section I, alphabetically on pages 2-10.

(2) For the purpose of this data call a major organization is: (a) a Major Command for Army and Air Force, (b) a Claimant for Navy, (c) a DoD Agency, (d) a DoD Activity. For example, if six elements of a Major Command are supported, the count would be one for that Major Command. Similarly, if two elements of the same DoD Agency or Activity are being serviced, the count would be one for the DoD Agency or Activity being serviced.

(3) DoD Civilian Pay Function includes all functions related to civilian pay operations, debt and claims management, garnishments, congressional inquiries, electronic commerce, related systems management, and systems test and associated procedures. Civilian Pay services exclude administrative functions of the Customer Service Representatives, Liaisons, and Timekeepers.

Please fill in the following table(s), adding rows as necessary

Name of Organization (Text) string50	Town & State (Text) string50	Zip Code (Code) numeric	Number of Major Organizations Serviced (#) numeric	Source (Text) string50

DoD #1955: HSA-FIN-CUST Military Retired & Annuitant Pay - # of Major Organizations Serviced

JCSG: HQs and Support

Function(s): Local Finance & Accounting

Question: For Local Finance and Accounting Activities. For each location, identify the number of major organizations serviced for Military Retired and Annuitant Pay Function in FY 03 and provide source of information (See Amplification).

Source / Reference: Local Records

Amplification: (1) FOR ADDITIONAL RESOURCES/DEFINITIONS TO ASSIST IN ANSWERING THIS QUESTION, PLEASE REFER TO THE HSA JCSG (Headquarters & Support Activities, Joint Cross Service Group) folder in the BRAC LIBRARY.

(a) For this question, Services & 4th Estate Finance & Accounting Activities identified in Section II (A.) (9.), on pages 55-57, are required to respond.

(b) Definitions can be found in Section I, alphabetically on pages 2-10.

(2) For the purpose of this data call a major organization is: (a) a Major Command for Army and Air Force, (b) a Claimant for Navy, (c) a DoD Agency, (d) a DoD Activity. For example, if six elements of a Major Command are supported, the count would be one for that Major Command. Similarly, if two elements of the same DoD Agency or Activity are being serviced, the count would be one for the DoD Agency or Activity being serviced.

(3) Military Retired and Annuitant Pay Function includes all functions related to military retired and annuitant pay operations, garnishments, congressional inquiries, electronic commerce, related system management, and system test and associated procedures.

Please fill in the following table(s), adding rows as necessary

Name of Organization (Text) string50	Town & State (Text) string50	Zip Code (Code) numeric	Number of Major Organizations Serviced (#) numeric	Source (Text) string50

DoD #1956: HSA-FIN-CUST Vendor Pay - # of Major Organizations Serviced

JCSG: HQs and Support

Function(s): Local Finance & Accounting

Question: For Local Finance & Accounting Activities. For each location, identify the number of major organizations serviced for Vendor Pay Function in FY 03 and provide source of information (See Amplification).

Source / Reference: Local Records

Amplification: (1) FOR ADDITIONAL RESOURCES/DEFINITIONS TO ASSIST IN ANSWERING THIS QUESTION, PLEASE REFER TO THE HSA JCSG (Headquarters & Support Activities, Joint Cross Service Group) folder in the BRAC LIBRARY.

(a) For this question, Services & 4th Estate Finance & Accounting Activities identified in Section II (A).(5.), on pages 42-46, are required to respond.

(b) Definitions can be found in Section I, alphabetically on pages 2-10.

(2) For the purpose of this data call a major organization is: (a) a Major Command for Army and Air Force, (b) a Claimant for Navy, (c) a DoD Agency, (d) a DoD Activity. For example, if six elements of a Major Command are supported, the count would be one for that Major Command. Similarly, if two elements of the same DoD Agency or Activity are being serviced, the count would be one for the DoD Agency or Activity being serviced.

(3) The vendor pay function includes providing functional guidance and procedures for payments of vendors (non-Defense Contract Management Agency administered contracts) and all miscellaneous payments (e.g., power track, transportation payments, and corporate Central Billed Account payments). Vendor Pay Function includes all functions related to vendor pay.

(4) Location. If the function is performed in separate buildings, provide the function's data broken out by each building.

Please fill in the following table(s), adding rows as necessary

Name of Organization (Text) string50	Town & State (Text) string50	Zip Code (Code) numeric	Number of Major Organizations Serviced (#) numeric	Source (Text) string50

DoD #1957: HSA-FIN-CUST Contract Pay - # of Major Organizations Serviced

JCSG: HQs and Support

Function(s): Local Finance & Accounting

Question: For Local Finance and Accounting Activities. For each location, identify the number of major organizations serviced for Contract Pay Function in FY 03 and provide source of information (See Amplification).

Source / Reference: Local Records

Amplification: (1) FOR ADDITIONAL RESOURCES/DEFINITIONS TO ASSIST IN ANSWERING THIS QUESTION, PLEASE REFER TO THE HSA JCSG (Headquarters & Support Activities, Joint Cross Service Group) folder in the BRAC LIBRARY.

(a) For this question, Services & 4th Estate Finance & Accounting Activities identified in Section II (A.)(8.), on pages 53-55, are required to respond.

(b) Definitions can be found in Section I, alphabetically on pages 2-10.

(2) For the purpose of this data call a major organization is: (a) a Major Command for Army and Air Force, (b) a Claimant for Navy, (c) a DoD Agency, (d) a DoD Activity. For example, if six elements of a Major Command are supported, the count would be one for that Major Command. Similarly, if two elements of the same DoD Agency or Activity are being serviced, the count would be one for the DoD Agency or Activity being serviced.

(3) The contract pay function includes paying contractors through formal long-term contract instruments (requiring contract administration) that provide products and services to the DoD Components (Services and Agencies). Contract Pay Function includes all functions related to contract pay.

Please fill in the following table(s), adding rows as necessary

Name of Organization (Text) string50	Town & State (Text) string50	Zip Code (Code) numeric	Number of Major Organizations Serviced (#) numeric	Source (Text) string50

DoD #1958: Multi-Use Installation-level Military Personnel Facility

JCSG: HQs and Support

Function(s): Geo Cluster Installation Military Personnel

Question: For designated installation-level military personnel facilities, based upon the definition of "multi-use" in the Amplification. If your military personnel facility is currently a multi-use personnel servicing facility, then indicate the host organization's name, each sharing service/component organization, and the sharing organization's name. Otherwise indicate host organization and put "N/A" in sharing organization fields.

Source / Reference: Installation Commander and/or Real Property Records.

Amplification: FOR NAVY, provide breakout data for the following PSDs and CSDs: Pearl Harbor, Kaneohe, Colorado Springs, Bethesda, Dahlgren, Dam Neck, Ft Meade, Gulfport, Little Creek, Norfolk, Charleston, Oceana, Patuxent River, Portsmouth, and Washington.

Provide answers for the following level organizations: Army Ags, PSBs, MILPOs, or MPDs; Navy PSDs or CSDs; Marine Corps PACs; Air Force MSSs or MPFs.

A multi-use personnel servicing facility is defined as a single facility housing employees from 2 or more components (i.e., Active or Reserve) or from 2 or more services (e.g., Army and Air Force) who perform military personnel customer service activities for their respective component/service-assigned members.

You do not meet the definition of multi-use personnel servicing facility if the services performed are primarily limited to issuing DoD Common Access Cards, or supporting installation-assigned Individual Mobilization Augmentee's (IMAs) -- multi-use is if at least two components' or services' employees perform military personnel functions within the same facility.

In the table, list the service and component of the sharing organization (e.g., Air Force Reserve) along with the organization's name. If there is more than one non-host component/organization sharing the facility, please indicate each on a separate row.

Please fill in the following table(s), adding rows as necessary

Host Organization Name (Text) string50	Sharing Service/Component (Text) string50	Sharing Organization Name (Text) string50

DoD #1959: Installation Network Backbone

JCSG: HQs and Support

Function(s): IM Geo Cluster and HQ/Admin COMM/IT

Question: Total number of feet currently in the network backbone(s) and the number of feet that are fiber in the backbone(s).

Source / Reference: Installation Commanders: Obtain answers from your primary Base-level COMM/IT Service Provider. This provider may or may not be located on the installations. (The term “Base” is synonymous with installation, post, camp, station, or facility for the purposes of this data call.) The activity responsible for providing COMM/IT services to activities other than their own immediate office as a primary mission should respond to these questions. This would include Air Force Communications Squadrons, Army Directors of Information Management (DOIM), Navy Base Communications Offices and/or Regional NMCI Office, Marine Corps Base G6 Offices, or the Regional NMCI Office responsible for base-level COMM/IT services and support. For Navy: Provide installation-level information for this question. Roll up activities that you host to produce an aggregated installation level response. Include data for all activities on, or attached to, your installation.” Do not include networks within leased spaces.

Amplification: A backbone is a larger transmission line or set of lines that carries data gathered from smaller lines that interconnect with it.

- 1) At the local level, a backbone or group of interconnected backbones is a line or set of lines that local area networks connect to for a wide area network connection or within a local area network to span distances efficiently (for example, between buildings).
- 2) The backbone is that portion of the network that traverses the campus/installation that connects the networks resident within the buildings on the installation or within the geographical area it touches and provides access off the installation into the Defense Information Systems Network (DISN) or Global Information Grid (GIG) gateway.

Measure the total number of feet the backbone traverses on the campus/installation (to the nearest hundred feet rounding up for anything over 100, e.g., 8942 feet becomes 9000 feet), then measure the number of feet that are supported by fiber optic cable.

Please fill in the following table(s)

Network Backbone	Number of Feet in the Network Backbone/s (FT) numeric	Number of Feet in the Backbone/s that are Fiber (FT) numeric
Total Lengths		

DoD #1960: Available Communications & Information Technology Capabilities

JCSG: HQs and Support

Function(s): IM Geo Cluster and HQ/Admin COMM/IT

Question: Identify which of the following communications capabilities are currently available at your base/installation/activity in the matrix below.

Source / Reference: Installation Commanders: Obtain answers from your primary Base-level COMM/IT Service Provider. This provider may or may not be located on the installations. (The term “Base” is synonymous with installation, post, camp, station, or facility for the purposes of this data call.) The activity responsible for providing COMM/IT services to activities other than their own immediate office as a primary mission should respond to these questions. This would include Air Force Communications Squadrons, Army Directors of Information Management (DOIM), Navy Base Communications Offices and/or Regional NMCI Office, Marine Corps Base G6 Offices, or the Regional NMCI Office responsible for base-level COMM/IT services and support. For Navy: Provide installation-level information for this question. Roll up activities that you host to produce an aggregated installation level response. Include data for all activities on, or attached to, your installation. Do not include networks within leased spaces.

Amplification: Complete the table below to indicate the kinds of communications capabilities available at your base.

A. Commercial Wireless Services consists of following:

(1) Cellular Telephone - voice, video, or data capable commercial cellular service operating in a network affording access to all commercial telephone networks in the US.

(2) Pagers - Voice or text paging services that cover the area immediately surrounding the installation and or US wide service.

(3) Wireless Messaging - Blackberry being the dominate commercial provider of this service, please indicate whether or not your base is serviced by Blackberry or any other similar wireless messaging service that affords access to DoD email systems via the Internet.

B. DISN Video Services-Global (DVS-G) - Indicate “Yes” if your base operates a video teleconferencing studio/facility that can access DVGS.

C. Diverse NIPRNET - Diversity is identified as having two or more paths to access the NIPRNET from the base. This requires access to two or more NIPRNET nodes via diverse paths. If the connection to one node is lost, NIPRNET service is not lost to users on the base.

D. Diverse SIPRNET - Diversity is identified as having two or more paths to access the SIPRNET from the base. This requires access to two or more SIPRNET nodes via diverse paths. If the connection to one node is lost, NIPRNET service is not lost to users on the base.

E. Satellite Earth Terminal - These terminals can be (Strategic Tactical Entry Points (STEP) or Teleports, Service-level systems such as Naval Computer and Telecommunications Area Master Station (NCTAMS), or any other Service communications transport system of this nature.

F. Voice over Internet Protocol (VoIP) Switch - Telephone switches that operated on data networks and interface with traditional switched voice networks operating on separate and distinct telephone networks.

Please fill in the following table(s)

COMM/IT Capabilities	Yes/No (Yes/No) Yes/No
Cellular Telephone	
Pagers (Voice or Text)	
Wireless Messaging (e.g. Blackberry)	
Video Teleconferencing (VTC) services (DVS-G)	
Diverse NIPRNET routing	
Diverse SIPRNET routing	
Satellite Earth Terminal (Teleport, STEP, NCTAMS, etc.)	

DoD #1961: Defense Enterprise Computing Centers

JCSG: HQs and Support

Function(s): CS Data and Mainframe

Question: Is your installation/facility mainframe or data storage/replication facility a Defense Enterprise Computing Center (DECC) or subordinate DECC detachment?

Source / Reference: Facilities known to be operating or hosting Mainframe Computing and High Capacity (Storage Area Network (SAN) or Network Attached Storage (NAS) type) Data Storage/Replication activities.

Amplification: 1. The Defense Information Systems Agency (DISA) operates Defense Enterprise Computing Centers (DECC), formerly called "Mega Centers," and each DECC has subordinate detachments that directly report to the DECC. These facilities provide full security, full system management, help desk, certified system administrators, high availability through assured computing, disaster recovery, and performance metrics reporting for mainframe processing and high capacity data storage and replication for all Services, Agencies, OSD, and the Joint Staff.

2. Mainframe Computing - Mainframe is an industry term for a large computer, typically manufactured by a large company such as IBM for the commercial business, military applications, and other large-scale computing purposes. Historically, a mainframe is associated with centralized rather than distributed computing.

3. High Capacity (Storage Area Network (SAN) or Network Attached Storage (NAS) type) Data Storage/Replication Service - Facilities whose primary function is to store, replicate, archive, recover, host applications, and manage data for local and remote users.

(a) SAN - A storage area network (SAN) is a high-speed special-purpose network (or sub-network) that interconnects different kinds of data storage devices with associated data servers on behalf of a larger network of users. Typically, a storage area network is part of the overall network of computing resources for an enterprise. A storage area network is usually clustered in close proximity to other computing resources such as mainframe computers but may also extend to remote locations for backup and archival storage, using wide area network carrier technologies such as ATM or SONET.

(b) NAS - Network-attached storage (NAS) is hard disk storage that is set up with its own network address rather than being attached to the department computer that is serving applications to a network's workstation users. By removing storage access and its management from the department server, both application programming and files can be served faster because they are not competing for the same processor resources.

If your facility fits into this category, and is a DECC, respond yes in the space below. If your facility fits this category but is not a Defense Information Systems Agency (DISA) DECC facility answer No. By default DISA will reply with yes for all of their facilities with one yes for the whole agency.

This question requires a single answer with units of Yes/No and a data type of Yes/No.

Answer:

DoD #1962: High Capacity Data Storage/Replication Operating Space

JCSG: HQs and Support

Function(s): CS Data

Question: How many total square feet (Gross and or Usable) of space are currently used to support your High Capacity Data Storage/Replications operations at the facility types listed below?

Source / Reference: Facilities known to be operating or hosting High Capacity (Storage Area Network (SAN) or Network Attached Storage (NAS) type) Data Storage/Replication activities.

Amplification: Identify the amount of space in square footage used to support high capacity data storage and replication operations. Identify operational, administrative, maintenance, and storage space specifically dedicated to the high capacity data storage/replication function. If the space is shared and/or has special environmental control equipment (HVAC and humidifiers and dehumidifiers) or special power and uninterrupted power sources that are used to support equipment and operations of other functions that would remain in place in the event that the high capacity data storage/replication equipment operations ceased, do not count that space. This includes all areas used to support the function including: material and supply storage related to the function, office and administrative space, hardware systems, uninterrupted power source (UPS) systems dedicated solely to support the function, separate and distinct HVAC equipment, archived data storage areas, and degaussing operations. The following measurements are applicable:

1. **USF - Usable Square Feet.** This measure of square feet should be used when responding to questions about leased space (inclusive of space that is owned by the federal government, but controlled by a non-DoD entity such as GSA) and when responding to questions about the amount of space used by a specific function within larger amount of assigned space (whether measured in either USF or GSF). USF is the space on a building floor(s) that a tenant can occupy with personnel, furniture and equipment (including an internal circulation factor).
2. **GSF - Gross Square Feet.** This measure of square feet should be used when responding to questions about owned space (by the federal government) that is controlled by the DoD (except the Pentagon Reservation). The definition of GSF is all floor area in a building measured to the outer surfaces of exterior or enclosing walls.

Please fill in the following table(s), adding rows as necessary

Name of Facility (Text) string50	Leased Facility Useable Square Footage (USF) numeric	Government Owned Gross Square Footage (GSF) numeric

DoD #1963: Mainframe Computer Operating Space

JCSG: HQs and Support

Function(s): CS Mainframe

Question: How many square feet (Gross and/or Usable) of space are currently used to support Mainframe Computer operations at each of your facility types listed below?

Source / Reference: Facilities operating or hosting Mainframe computing activities.

Amplification: Identify the amount of space in square footage used to support mainframe computing operations. Identify operational, administrative, maintenance, and storage space specifically dedicated to the mainframe processing support function. If the space is shared and/or has special environmental control equipment (HVAC and humidifiers and dehumidifiers) or special power and uninterrupted power sources that are used to support equipment and operations of other functions that would remain in place in the event that the mainframe processing operations ceased, do not count that space. This includes all areas used to support the function including: material and supply storage related to the function, office and administrative space, hardware systems, uninterrupted power source (UPS) systems dedicated solely to support the function, separate and distinct HVAC equipment, various media archived data storage areas, and monitoring operations.

Identify the amount of space in square footage used to support mainframe operations. This includes all areas used to support the function including: material and supply storage related to the function, office and administrative space, hardware systems, uninterrupted power source (UPS) systems dedicated solely to support the function, separate and distinct HVAC equipment, archived data storage areas, and degaussing operations. The following measurements are applicable:

1. USF - Usable Square Feet. This measure of square feet should be used when responding to questions about leased space (inclusive of space that is owned by the federal government, but controlled by a non-DoD entity such as GSA) and when responding to questions about the amount of space used by a specific function within larger amount of assigned space (whether measured in either USF or GSF). USF is the space on a building floor(s) that a tenant can occupy with personnel, furniture and equipment (including an internal circulation factor
2. GSF - Gross Square Feet. This measure of square feet should be used when responding to questions about owned space (by the federal government) that is controlled by the DoD (except the Pentagon Reservation). The definition of GSF is all floor area in a building measured to the outer surfaces of exterior or enclosing walls.

Please fill in the following table(s), adding rows as necessary

Name of Facility (Text) string50	Govt. Owned Facility Gross Square Footage (GSF) numeric	Leased Facility Useable Square Footage (USF) numeric

DoD #1964: DISN Backbone Points of Presence (POP)

JCSG: HQs and Support

Function(s): DISA

Question: Are there Defense Information Systems Network (DISN) Backbone Nodes located at the installations and activities identified in the grid below?

Source / Reference: Defense Information Systems Agency (DISA)

Amplification: Is there a DISN Backbone point of presence (POP) where service may be obtained in large quantity, on demand, at a lower cost due to proximity to the backbone? The rationale being that recurring and non-recurring DISN extension costs to a customer at a point of presence far from the backbone can be avoided and will not be a hindrance to rapid expansion to meet growing requirements. It is understood that DISN services can basically be provided to any point. However, to minimize the cost associated with realignment of bases and functions, direct access to the DISN backbone is preferred to extending it. To prevent the development of a classified data base or document, please use the following example as a means of judging proximity of the identified installations and activities to the DISN backbone network. Example: If the DISN backbone traverses the Norfolk/Hampton Roads VA area, then all of the activities and installations located within that area would be in relative proximity to extend DISN services at a cost that is less than if the nearest POP was in Richmond VA. Again, the purpose of this question is to ascertain the ease with which DISN services can be provided and maintained for the least cost to the user.

Please fill in the following table(s)

Installation or Activity and Location	DISN Backbone POP (Yes/No) Yes/No
DFAS HQ, Arlington VA	
DFAS Denver CO	
DFAS Dayton OH	
DFAS Limestone ME	
DFAS Omaha, Offutt AFB NE	
DFAS San Antonio TX	
DFAS San Bernardino CA	
DFAS Kansas City MO	
DFAS Cleveland OH	
DFAS Charleston SC	
DFAS Norfolk, NAS Norfolk VA	
DFAS Oakland CA	
DFAS Pacific, Pearl Harbor HI	
DFAS Pensacola, NAS Pensacola FL	
DFAS San Diego CA	
DFAS Columbus Defense Supply Center Columbus OH	
DFAS Lawton, Fort Sill OK	
DFAS Lexington KY	
DFAS Indianapolis IN	
DFAS Orlando FL	
Rock Island Arsenal Rock Island IL	
DFAS Rome NY	
DFAS Seaside CA	
DFAS St. Louis MO	
Aberdeen Proving Ground MD	

Fort Huachuca AZ	
Fort Riley KS	
Fort Richardson AK	
Redstone Arsenal Huntsville AL	
Randolph AFB TX	
Bolling AFB DC	
Tinker AFB OK	
Wright-Patterson AFB OH	
Robins AFB GA	
Hill AFB UT	
Defense Logistics Agency (DLA) Columbus OH	
DLA New Cumberland PA	
DISA HQ Arlington VA	
Department of Defense Education Activity Arlington VA	
Defense Contract Audit Agency (DCAA) Irving TX	
Navy HRSC East Norfolk Naval Shipyard Portsmouth VA	
Navy HRSC NW Silverdale WA	
Navy HRSC NE Philadelphia PA	
Navy HRSC SE Stennis Space Center MS	
Navy HRSC SW San Diego CA	
Navy HRS Pacific Pearl Harbor HI	
DeCA Human Resource Ops Division Alexandria VA	
Army HRC Hoffman Bldg Alexandria VA	
Army HRC St. Louis MO	
Army HRC Indiannapolis IN	
Navy PERSCOM Millington TN	
Navy RESPERSCEN New Orleans LA	
Navy EPMAC New Orleans LA	
Marine PERSCOM Quantico VA	
MCRSC Kansas City MO	
Air Force Res Per Ctr Denver CO	
Brooks City Base San Antonio TX	
MCB Kaneohe HI	
Charleston AFB SC	
Cheyenne Mountain AFS Colorado Springs CO	
Stennis Space Center MS	
NAVNETWARCOM Norfolk VA	
Navy Regional Support Group Norfolk VA	
Dobbins AFB GA	
Elmendorf AFB AK	
FCTCLANT Dam Neck VA	
Fort Bragg NC	
Fort Carson CO	
Fort Detrick MD	
Fort Dix NJ	
Fort Eustis VA	
Fort Gillem GA	

Fort Lewis WA	
Fort McPherson GA	
Fort Monmouth NJ	
Fort Monroe VA	
Fort Sam Houston TX	
Fort Shafter HI	
FTSCLANT Norfolk VA	
Hickam AFB HI	
HSO Norfolk VA	
Keelser AFB MS	
Lackland AFB TX	
Langley AFB VA	
ADELPHI LABORATORY CENTER (USA) MD	
AEGIS TRAREDCEN DAHLGREN, VA (USN)	
Air Reserve Personnel Center (ARPC) - Denver, CO	
Altus AFB - Altus, OK	
Andersen AFB - Agana, GU	
Andrews AFB - Camp Springs, MD	
ANNISTON ARMY DEPOT AL	
Arnold AFS - Manchester, TN	
AUDSVC (Auditing Service), WASHINGTON DC (USN)	
Barksdale AFB - Bossier City, LA	
BCNR Board of Corrections Navy Records, WASHINGTON DC (USN)	
Beale AFB - Marysville, CA	
Buckley AFB - Aurora, CO	
BUMED (Bureau of Medicine) HQ WASHINGTON DC (USN)	
BUPERS (Bureau of Personnel) MILLINGTON, TN	
Cannon AFB - Clovis, NM	
CARLISLE BARRACKS PA	
CDR, MCB QUANTICO VA	
CDR, MCNCR (USMC) Washington DC	
CG MCAS CHERRY POINT NC	
CG MCAS MIRAMAR CA	
CG MCB CAMP LEJEUNE NC	
CG MCB CAMP PENDLETON CA	
CG MCRD PARRIS ISLAND SC	
CG MCRD SAN DIEGO CA	
CG MCRSC KANSAS CITY MO	
CIVLAWSUPACT, WASHINGTON DC (USN)	
CO HQBN HQMC HENDERSON HALL VA	
CO MARBKS 8TH&I WASHINGTON DC	
CO MCAF QUANTICO VA	
CO MCAS BEAUFORT SC	
CO MCAS CAMP PENDLETON CA	
CO MCAS NEW RIVER NC	
CO MCAS YUMA AZ	
CSS, DAHLGREN DIVISION NAVAL SURFACE WARFARE CENTER, VA	

(USN)	
Columbus AFB - Columbus, MS	
COMMANDER, NAVY INSTALLATIONS, DC (USN)	
COMNAVFACENGCOM WASHINGTON, DC (USN)	
COMNAVNETSPAOPSCOM DAHLGREN VA (USN)	
COMNAVSECGRU FT GEORGE G MEADE MD (USN)	
CORONA DIVISION, NAVAL SURFACE WARFARE CENTER, CA	
CRANE ARMY AMMUNITION ACTIVITY IN	
CRANE DIVISION, NAVAL SURFACE WARFARE CENTER, IN	
DAHLGREN DIVISION, NAVAL SURFACE WARFARE CENTER, VA	
Davis-Monthan AFB - Tucson, AZ	
DCMS WASHINGTON DC (USN)	
Defense Advanced Research Agency Arlington VA	
Defense Contract Management Agency Arlington VA	
Defense Information Systems Agency Arlington VA	
Defense Legal Services Agency/OGC Arlington VA	
Defense Security Cooperation Agency Arlington VA	
Defense Security Service Arlington VA	
Defense Threat Reduction Agency Ft. Belvoir VA	
DESERET CHEMICAL DEPOT Tooele UT	
DLA- Document Automation and Production, Mechanicsburg, PA (DA)	
DLA-Defense Energy Support Center, Fort Belvoir, VA (DA)	
DLA-Defense National Stock Pile Center, Fort Belvoir VA (DA)	
DLA-Defense Supply Center Richmond, VA (DA)	
Dover AFB - Dover, DE	
DUGWAY PROVING GROUND UT	
Duke Field Annex - Crestview, FL	
Dyess AFB - Abilene, TX	
Edwards AFB - Rosamond, CA	
Eglin AFB - Valpariso, FL	
Eielson AFB - Fairbanks, AK	
Ellsworth AFB - Rapid City, SD	
Fairchild AFB - Airway Heights, WA	
FIELD SUPPORT ACTIVITY WASHINGTON, DC (USN)	
FORT A P HILL VA	
FORT BELVOIR VA	
FORT BENNING GA	
FORT BLISS TX	
FORT BUCHANAN PR	
FORT CAMPBELL KY	
FORT GORDON GA	
FORT HAMILTON NY	
FORT HOOD TX	
FORT JACKSON SC	
FORT KNOX KY	
FORT LEAVENWORTH KS	
FORT LEE VA	

FORT LEONARD WOOD MO	
FORT MCCOY WI	
FORT MCNAIR DC	
FORT MEADE MD	
FORT MYER VA	
FORT POLK LA	
FORT RUCKER AL	
FORT SILL OK	
FORT STEWART GA	
FORT WAINWRIGHT AK	
Francis E. Warren AFB - Cheyenne, WY	
Goodfellow AFB - San Angelo, TX	
Grissom ARB - Bunker Hill, IN	
Hanscom AFB - Bedford, MA	
HAWTHORNE ARMY DEPOT Hawthorne NV	
Holloman AFB - Alamogordo, NM	
HOLSTON AAP Kingsport TN	
Homestead ARS - Homestead, FL	
HUMAN PERFORMANCE CENTER, VA (USN)	
INDIAN HEAD DIVISION, NAVAL SURFACE WARFARE CENTER, MD	
Indian Springs AFS - Indian Springs, NV	
IOWA AAP Middletown IA	
KANSAS ARMY AMMUNITION PLANT Parsons KS	
Kirtland AFB - Albuquerque, NM	
LANTNAVFACENCOM NORFOLK, VA (USN)	
Laughlin AFB - Del Rio, TX	
LETTERKENNY ARMY DEPOT PA	
Little Rock AFB - Little Rock, AR	
LONE STAR AAP Texarkana TX	
Luke AFB - Litchfield Park, AZ	
MacDill AFB - Tampa, FL	
Malmstrom AFB - Great Falls, MT	
March ARB - Sunnymeade, CA	
Marrieta - Lockheed Martin - Milwaukee, GA (USAF)	
Maxwell AFB - Montgomery, AL	
MCALESTER AAP McAlester OK	
McChord AFB - Tacoma, WA	
McConnell AFB - Wichita, KS	
McGuire AFB - Wrightstown, NJ	
MEDIA CTR, WASHINGTON DC (USN)	
MILAN AAP Milan TN	
MILITARY OCEAN TML SUNNY POINT Southpoint NC	
Minot AFB - Minot, ND	
Missile Defense Agency (DA) Arlington VA	
Moody AFB - Valdosta, GA	
Mountain Home AFB - Mountain Home, ID	
NAMARA WASH DC, WASHINGTON DC (USN)	

NAVAIR SYSCOM HQ (Includes PEOs) PATUXENT RIVER, MD (USN)	
NAVAL AIR ENGINEERING STATION LAKEHURST, NJ	
NAVAL AIR FACILITY EL CENTRO, CA	
NAVAL AIR FACILITY WASHINGTON, DC	
NAVAL AIR STATION ATLANTA, GA	
NAVAL AIR STATION BRUNSWICK, ME	
NAVAL AIR STATION CORPUS CHRISTI, TX	
NAVAL AIR STATION FALLON, NV	
NAVAL AIR STATION JACKSONVILLE, FL	
NAVAL AIR STATION JOINT RESERVE BASE FORT WORTH, TX	
NAVAL AIR STATION JOINT RESERVE BASE WILLOW GROVE, PA	
NAVAL AIR STATION KEY WEST, FL	
NAVAL AIR STATION KINGSVILLE, TX	
NAVAL AIR STATION LEMOORE, CA	
NAVAL AIR STATION MERIDIAN, MS	
NAVAL AIR STATION OCEANA, VA	
NAVAL AIR STATION PATUXENT RIVER, MD	
NAVAL AIR STATION PENSACOLA, FL	
NAVAL AIR STATION WHIDBEY ISLAND, OAK HARBOR, WA	
NAVAL AIR STATION WHITING FIELD, FL	
NAVAL AIR STATION, JOINT RESERVE BASE NEW ORLEANS, , LA	
NAVAL AIR WEAPONS STATION CHINA LAKE, CA	
NAVAL AMPHIBIOUS BASE LITTLE CREEK, VA	
NAVAL BASE POINT LOMA, CA	
NAVAL BASE SAN DIEGO, CA	
NAVAL BASE VENTURA COUNTY, CA	
NAVAL DISTRICT WASHINGTON, DC	
NAVAL MAGAZINE, INDIAN ISLAND, WA	
NAVAL POSTGRADUATE SCHOOL, CA	
NAVAL RESEARCH LABORATORY, DC	
NAVAL STATION BREMERTON, WA	
NAVAL STATION EVERETT, WA	
NAVAL STATION GREAT LAKES, IL	
NAVAL STATION INGLESIDE, TX	
NAVAL STATION MAYPORT, FL	
NAVAL STATION NEWPORT, RI	
NAVAL STATION NORFOLK, VA	
NAVAL STATION PASCAGOULA, MS	
NAVAL STATION PEARL HARBOR, HI	
NAVAL SUBMARINE BASE BANGOR, WA	
NAVAL SUBMARINE BASE KINGS BAY, GA	
NAVAL SUBMARINE BASE NEW LONDON, CT	
NAVAL SUPPORT ACTIVITY MECHANICSBURG, PA	
NAVAL SUPPORT ACTIVITY MID SOUTH, TN	
NAVAL SUPPORT ACTIVITY MID SOUTH, TN	
NAVAL SUPPORT ACTIVITY NEW ORLEANS, LA	
NAVAL SUPPORT ACTIVITY NORFOLK, VA	

NAVAL SUPPORT ACTIVITY, ORLANDO, FL	
NAVAL WEAPONS STATION CHARLESTON, SC	
NAVAL WEAPONS STATION EARLE, NJ	
NAVAL WEAPONS STATION SEAL BEACH, CA	
NAVAL WEAPONS STATION YORKTOWN, VA	
NAVCONBRIG CHARLESTON, SC (USN)	
NAVCONSTRACEN GULFPORT, MS	
NAVCRANECEN LESTER, PA (USN)	
NAVCECEN SUITLAND MD (USN)	
NAVICP PHILADELPHIA AND MECHANICSBURG, PA (USN)	
NAVIPO, WASHINGTON DC (USN)	
NAVMAG PEARL HARBOR (USN) HI	
NAVMARCORESCEN ATLANTA, GA (USN)	
NAVMARCORESCEN RICHMOND, VA (USN)	
NAVMARCORESCEN TACOMA, WA (USN)	
NAVMARCORESCEN WASHINGTON, DC (USN)	
NAVMETOCPRODEVCCEN GULFPORT MS (USN)	
NAVRESCEN BALTIMORE, MD (USN)	
NAVRESCEN CHARLESTON, SC (USN)	
NAVRESCEN FT CARSON, CO (USN)	
NAVRESCEN FT DIX, NJ (USN)	
NAVRESCEN HONOLULU, HI (USN)	
NAVSEASYSKOM WASHINGTON NAVY YARD, DC (USN)	
NAVSECGRUACT KUNIA HI	
NAVSHIPYD & IMF PEARL HARBOR, HI (USN)	
NAVSUPSYSCOM MECHANICSBURG, PA (USN)	
NAVY REGION GULF COAST, Pensacola FL	
NAVY REGION HAWAII, Honolulu HI	
NAVY REGION MIDATLANTIC, Norfolk VA	
NAVY REGION MIDWEST, Great Lakes IL	
NAVY REGION NORTHEAST, Newport CT	
NAVY REGION NORTHWEST, Bangor WA	
NAVY REGION SOUTH, Corpus Christi TX	
NAVY REGION SOUTHEAST, Jacksonville FL	
NAVY REGION SOUTHWEST, San Diego CA	
NAVY SUPPLY CORPS SCHOOL, GA	
NCPB, WASHINGTON DC (USN)	
NCTAMS PAC HONOLULU HI (USN)	
Nellis AFB - Las Vegas, NV	
NEWPORT CHEM DEPOT Newport IN	
NEXCOM, VIRGINIA BEACH, VA (USN)	
NH (Naval Hospital) CHARLESTON SC (USN)	
Naval Hospital LEMOORE Lemoore CA	
NMC (Navy Medical Center) PORTSMOUTH (USN) Portsmouth VA	
Navy Med Research Center SILVER SPRING, MD (USN)	
NNMC (Natl Navy Med Center) BETHESDA MD	
NOLSC (Navy Ops Logistics Center) NORFOLK, VA (USN)	

NRESRUCOMAREANEAST WASH DC WASHINGTON, DC (USN)	
NSHS PORTSMOUTH VA (USN)	
NSWC CARDEROCK DIV BETHESDA MD	
NSWC HQ (AT WNY) WASHINGTON, DC (USN)	
NTC AND FORT IRWIN CA	
OFFICE OF NAVAL RESEARCH, DC (USN)	
Offutt AFB - Bellevue, NE	
ONI WASHINGTON, DC (USN)	
Onizuka AFS - Sunnyvale, CA	
Otis AGB - Falmouth, MA	
PACIFIC MISSILE RANGE FACILITY, HI	
PACNAVFACENGCOM PEARL HARBOR, HI (USN)	
Patrick AFB - Cocoa Beach, FL	
Pentagon Force Protection Agency (DA)	
Peterson AFB - Colorado Springs, CO	
PICATINNY ARSENAL NJ	
Pope AFB - Spring Lake, NC	
PORTSMOUTH NAVAL SHIPYARD, VA	
PRESIDIO OF MONTEREY CA	
PUEBLO CHEM DEPOT CO	
PUGET SOUND NAVAL SHIPYARD AND IMF, BREMERTON, WA	
PWC NORFOLK, VA (USN)	
PWC PEARL HARBOR, HI (USN)	
PWC WASHINGTON, DC (USN)	
RED RIVER ARMY DEPOT Texarkana TX	
Rome Laboratory - Rome, NY	
SCHOFIELD BARRACKS HI	
Schriever AFB - Ellicott, CO	
Scott AFB - Belleville, IL	
Seymour Johnson AFB - Goldsboro, NC	
Shaw AFB - Sumter, SC	
Sheppard AFB - Wichita Falls, TX	
SOLDIER SYSTEMS CENTER Natick MA	
SOUTHNAVFACENGCOM CHARLESTON, SC (USN)	
SSC CHARLESTON, SC (USN)	
SSC NORFOLK, VA (USN)	
SSFA CHANTILLY, VA (USN)	
SUBTORPFAC YORKTOWN VA (USN)	
SUFACE COMBAT SYSTEMS CENTER WALLEPS ISLAND, VA	
TOBYHANNA ARMY DEPOT PA	
TOOELE ARMY DEPOT UT	
Travis AFB - Fairfield, CA	
TRIPLER ARMY MEDICAL CENTER HI	
Tyndall AFB - Springfield, FL	
U.S. NAVAL OBSERVATORY, WASH DC	
United States Air Force Academy - Colorado Springs, CO	
UNITED STATES NAVAL ACADEMY, MD	

US ARMY GARRISON SELFRIDGE MI	
USUHS BETHESDA MD (USN)	
Vance AFB - Enid, OK	
Vandenberg AFB - Lompoc, CA	
WALTER REED ARMY MEDICAL CENTER DC	
Westover ARB - Chicopee, MA	
WHITE SANDS MISSILE RANGE NM	
Whiteman AFB - Knob Noster, MO	
WHS-Washington Headquarters Services (DA)	
Willow Grove ARS, NAS Willow Grove Joint Reserve - Hatboro, PA	
YUMA PROVING GROUND AZ	
Bluegrass Army Depot KY	
Hurlburt Field Mary Ester FL	
Naval Base Coronado CA	
Navy Supply Corps School Athens GA	
Norfolk Naval Shipyard VA	
NSWC Dahlgren CBTDIRSYSACT Dam Neck VA	
Armed Forces Information Service (AFIS) Wash DC	
Department of Defense Inspector General (DoD IG) Wash DC	
Fort Drum NY	
Grand Forks AFB Emerado ND	
Joint Chiefs of Staff Pentagon Wash DC	
Los Angeles AFB El Segundo CA	
Naval Security Group Activity Sugar Grove WV	
Naval Surface Warfare Center Philadelphia PA	
Naval Undersea Warfare Center Keyport WA	
Office of the Secretary of Defense Wash DC	
Prisons of War and Missing Personnel (POW/MP) Activity Wash DC	
Sierra Army Depot Herlong CA	
Tricare Management Activity Falls Church VA	
Office of Economic Adjustment (OEA) Arlington VA	
Defense Technology Security Administration (DTSA) Alexandria VA	

DoD #1965: Mobilization - Major Military / Civilian Ports of Transportation

JCSG: HQs and Support

Function(s): Mobilization Sites

Question: List all major Commercial and Military Ports of Transportation (i.e., Airport, Seaport, RailHead/Stations) located on the installation or within 100 miles from the installation's main gate. Indicate the distance of each port, in miles, from the installation main gate.

Source / Reference: Installation's Logistics Planner

Amplification: Military and/or Commercial Airports must have, at a minimum, the capability of supporting (i.e., cargo loading, ramp space, fuel) C-17 sized aircraft and must have at least 6,000 feet of paved runway.

Seaports must be 'Deep Water Ports' and are defined as having port facilities for loading, unloading, and movement of cargo to and from oceanic ships. They must have deepwater channels and be capable of 30 ft minimum berth. They must have access to intermodal transportation (trains and/or trucks).

RailHeads/Stations are defined as point on a railway where loads are transferred between trains and other means of transport, and have railway loading ramps and cargo/container moving equipment access.

Please fill in the following table(s), adding rows as necessary

Type of Port (List) multiple choice	Name of Port (Text) string20	Distance from Installation (Miles) numeric

DoD #1966: Military Personnel Centers within Host Installation Perimeter

JCSG: HQs and Support

Function(s): Military Personnel Centers

Question: For the Military Personnel Centers listed in the Amplification: Is your primary Military Personnel Center facility within the perimeter of the main/host DoD installation?

Source / Reference: Military Personnel Center Facility Manager

Amplification: Military Personnel Centers required to answer this question are identified as:

Army: HRC Alexandria/PERSCOM (VA), HRC St Louis/ARPERSCOM (MO), and HRC Indianapolis/EREC (IN);

Navy: NAVPERSCOM (Millington TN), NAVRESPERSCEN (New Orleans LA), EPMAC (New Orleans LA);

Marine Corps: PERSCOM (MCB Quantico VA), MCRSC (Kansas City MO);

Air Force: AFPC (Randolph AFB), ARPC (Denver CO).

For purposes of this question, areas that are considered outside (i.e. NOT within) the perimeter of the main/host DoD installation include: Annexes or fenced/controlled areas away from the main perimeter containing the main/host installation headquarters; stand alone buildings; facilities remaining from previous BRAC closures; and leased space.

For purposes of this question, the main/host installation is the military installation serving as executive agent for the personnel facility.

For purposes of this question, Military Personnel Centers are service-wide centers and do not include local installation-level offices, flights or detachments.

This question requires a single answer with units of Yes/No and a data type of Yes/No.

Answer:

DoD #1967: Installation Cost Savings Utilizing Inmate Labor

JCSG: HQs and Support

Function(s): Correctional Facilities

Question: What are the annual cost savings for the installation achieved by utilizing inmate labor?

Source / Reference: Installation Commander and/or Correctional Facility Records

Amplification: Level I, II and III Correctional Facilities:

Navy: Naval Consolidated Brig, Charleston; Naval Consolidated Brig, Miramar; Naval Brig/Correctional Custody Unit, Norfolk; Waterfront Brig/CCU Pearl Harbor; Waterfront Brig/CCU Pensacola; Waterfront Brig/CCU Jacksonville; Waterfront Brig/CCU Puget Sound, Silverdale.

Army: United States Disciplinary Barracks; Army Regional Correctional Facility, Fort Knox; Army Regional Correctional Facility, Fort Lewis; Army Regional Correctional Facility, Fort Sill.

USMC: Marine Corps Brig/CCU, Camp LeJeune; Marine Corps Brig/CCU, Camp Pendleton; Marine Corps Brig, MCCDC, Quantico, VA.

Air Force: Edwards Confinement Facility, Edwards AFB, CA; Kirtland Confinement Facility, Kirtland, AFB, NM; Lackland Confinement Facility, Lackland, AFB, TX.

Several facilities utilize inmate labor to augment support functions on the installation through the delivery of services or products, i.e., snow shoveling, grass mowing, industrial products, etc.

Please fill in the following table(s)

Inmate Labor	Products (\$) numeric	Services (\$) numeric
Cost Savings		

DoD #1968: Correctional Facility ACA Standard of Square Feet (SF)/Inmate

JCSG: HQs and Support

Function(s): Correctional Facilities

Question: Does the facility meet all American Corrections Association standards for SF per inmate?

Source / Reference: American Corrections Association

DoD Instruction

1325.4

Amplification: Level I, II and III Correctional Facilities:

Navy: Naval Consolidated Brig, Charleston; Naval Consolidated Brig, Miramar; Naval Brig/Correctional Custody Unit, Norfolk; Waterfront Brig/CCU Pearl Harbor; Waterfront Brig/CCU Pensacola; Waterfront Brig/CCU Jacksonville; Waterfront Brig/CCU Puget Sound, Silverdale.

Army: United States Disciplinary Barracks, Fort Leavenworth; Army Regional Correctional Facility, Fort Knox; Army Regional Correctional Facility, Fort Lewis; Army Regional Correctional Facility, Fort Sill.

USMC: Marine Corps Brig/CCU, Camp LeJeune; Marine Corps Brig/CCU, Camp Pendleton; Marine Corps Brig, MCCDC, Quantico, VA.

Air Force: Edwards Confinement Facility, Edwards AFB, CA; Kirtland Confinement Facility, Kirtland, AFB, NM; Lackland Confinement Facility, Lackland, AFB, TX.

DoD to the greatest extent possible dictates that national accreditation standards issued by the American Correctional Association be followed in administering correctional facilities. Year built and subsequent upgrades will be factors used to determine whether the facility meets the ACA standards or not.

This question requires a single answer with units of Yes/No and a data type of Yes/No.

Answer:

DoD #1969: Adverse Inmate Deaths

JCSG: HQs and Support

Function(s): Correctional Facilities

Question: What is the total number of inmate deaths by suicide, by accident, and by another person as reported on the Annual Confinement Report, DD Form 2720, items 17.e.(4), 17.e.(5), and 17.e.(6) for CY01 – CY03?

Source / Reference: DoDI 1325.7, DD Form 2720 Annual Confinement Report.

Amplification: Level I, II and III Correctional Facilities:

Navy: Naval Consolidated Brig, Charleston; Naval Consolidated Brig, Miramar; Naval Brig/Correctional Custody Unit, Norfolk; Waterfront Brig/CCU Pearl Harbor; Waterfront Brig/CCU Pensacola; Waterfront Brig/CCU Jacksonville; Waterfront Brig/CCU Puget Sound, Silverdale.

Army: United States Disciplinary Barracks, Fort Leavenworth; Army Regional Correctional Facility, Fort Knox; Army Regional Correctional Facility, Fort Lewis; Army Regional Correctional Facility, Fort Sill.

USMC: Marine Corps Brig/CCU, Camp LeJeune; Marine Corps Brig/CCU, Camp Pendleton; Marine Corps Brig, MCCDC, Quantico, VA.

Air Force: Edwards Confinement Facility, Edwards AFB, CA; Kirtland Confinement Facility, Kirtland, AFB, NM; Lackland Confinement Facility, Lackland, AFB, TX.

Please fill in the following table(s)

Deaths	CY01 (Count) numeric	CY02 (Count) numeric	CY03 (Count) numeric
By Suicide			
By Accident			
By Another Person			

DoD #1970: Inmate Escapees

JCSG: HQs and Support

Function(s): Correctional Facilities

Question: What is the total number of inmate escapees as reported on the Annual Confinement Report, DD Form 2720, item 17.f.(1), for CY01 – CY03?

Source / Reference: DoDI 1325.7, DD Form 2720 Annual Confinement Report.

Amplification: Level I, II and III Correctional Facilities:

Navy: Naval Consolidated Brig, Charleston; Naval Consolidated Brig, Miramar; Naval Brig/Correctional Custody Unit, Norfolk; Waterfront Brig/CCU Pearl Harbor; Waterfront Brig/CCU Pensacola; Waterfront Brig/CCU Jacksonville; Waterfront Brig/CCU Puget Sound, Silverdale.

Army: United States Disciplinary Barracks, Fort Leavenworth; Army Regional Correctional Facility, Fort Knox; Army Regional Correctional Facility, Fort Lewis; Army Regional Correctional Facility, Fort Sill.

USMC: Marine Corps Brig/CCU, Camp LeJeune; Marine Corps Brig/CCU, Camp Pendleton; Marine Corps Brig, MCCDC, Quantico, VA.

Air Force: Edwards Confinement Facility, Edwards AFB, CA; Kirtland Confinement Facility, Kirtland, AFB, NM; Lackland Confinement Facility, Lackland, AFB, TX.

The number of escapees per correctional facility is measured.`

Please fill in the following table(s)

Inmate Escapees	CY01 (Count) numeric	CY02 (Count) numeric	CY03 (Count) numeric
Escapees			

DoD #1971: Correctional Facility Guard Count

JCSG: HQs and Support

Function(s): Correctional Facilities

Question: As of the date of your response, what is the number of authorized military and civilian and onboard contractor correctional/security personnel (guards) in your correctional facility?

Source / Reference: Manning Document/Contract

Amplification: Level I, II and III Correctional Facilities:

Navy: Naval Consolidated Brig, Charleston; Naval Consolidated Brig, Miramar; Naval Brig/Correctional Custody Unit, Norfolk; Waterfront Brig/CCU Pearl Harbor; Waterfront Brig/CCU Pensacola; Waterfront Brig/CCU Jacksonville; Waterfront Brig/CCU Puget Sound, Silverdale.

Army: United States Disciplinary Barracks, Fort Leavenworth; Army Regional Correctional Facility, Fort Knox; Army Regional Correctional Facility, Fort Lewis; Army Regional Correctional Facility, Fort Sill.

USMC: Marine Corps Brig/CCU, Camp LeJeune; Marine Corps Brig/CCU, Camp Pendleton; Marine Corps Brig, MCCDC, Quantico, VA.

Air Force: Edwards Confinement Facility, Edwards AFB, CA; Kirtland Confinement Facility, Kirtland, AFB, NM; Lackland Confinement Facility, Lackland, AFB, TX.

This number will indicate the (security/guard) manpower required to operate a safe, secure and efficient correctional system.

Please fill in the following table(s)

Guards	Military Officer (Pers) numeric	Military Enlisted (Pers) numeric	DoD Civilian (Pers) numeric	On Board Contractor (Pers) numeric
No. of Correctional/Security Guards				

DoD #1972: Correctional Facility Maximum Female Inmate Capacity

JCSG: HQs and Support

Function(s): Correctional Facilities

Question: If your facility was required to house female inmates, what is the maximum number of females your facility could house based on design capacity?

Source / Reference: Facility Design Plan

Amplification: Level I, II and III Correctional Facilities:

Navy: Naval Consolidated Brig, Charleston; Naval Consolidated Brig, Miramar; Naval Brig/Correctional Custody Unit, Norfolk; Waterfront Brig/CCU Pearl Harbor; Waterfront Brig/CCU Pensacola; Waterfront Brig/CCU Jacksonville; Waterfront Brig/CCU Puget Sound, Silverdale.

Army: United States Disciplinary Barracks, Fort Leavenworth; Army Regional Correctional Facility, Fort Knox; Army Regional Correctional Facility, Fort Lewis; Army Regional Correctional Facility, Fort Sill.

USMC: Marine Corps Brig/CCU, Camp LeJeune; Marine Corps Brig/CCU, Camp Pendleton; Marine Corps Brig, MCCDC, Quantico, VA.

Air Force: Edwards Confinement Facility, Edwards AFB, CA; Kirtland Confinement Facility, Kirtland, AFB, NM; Lackland Confinement Facility, Lackland, AFB, TX.

Presume steady state of male population.

Please fill in the following table(s)

Number of Females	Single Cell (Count) numeric	Double Cell (Count) numeric	Multiple/Open Bay (Count) numeric
By Facility			
Level I			
Level II			
Level III			

DoD #1973: Buildable Acres for Correctional Facilities

JCSG: HQs and Support

Function(s): Correctional Facilities

Question: Does the installation have buildable acres for expansion of corrections facilities (DoD FAC 7312) ADJACENT to the existing correctional facility? If yes, how many acres?

Source / Reference: Installation Master Plan. Army: AR 210-20, Master Planning for Army Installations (30 Jul 93); Air Force: AFI 32-7062, Air Force Comprehensive Planning (1 Oct 97), Real Property Records, Base General Plan; Navy: NAVFACINST 11010.45, Regional Planning Instructions, INFADS, Regional Shore Installation Plans (RSIPs), and Master Plans.

Amplification: Level I, II and III Correctional Facilities:

Navy: Naval Consolidated Brig, Charleston; Naval Consolidated Brig, Miramar; Naval Brig/Correctional Custody Unit, Norfolk; Waterfront Brig/CCU Pearl Harbor; Waterfront Brig/CCU Pensacola; Waterfront Brig/CCU Jacksonville; Waterfront Brig/CCU Puget Sound, Silverdale.

Army: United States Disciplinary Barracks, Fort Leavenworth; Army Regional Correctional Facility, Fort Knox; Army Regional Correctional Facility, Fort Lewis; Army Regional Correctional Facility, Fort Sill.

USMC: Marine Corps Brig/CCU, Camp LeJeune; Marine Corps Brig/CCU, Camp Pendleton; Marine Corps Brig, MCCDC, Quantico, VA.

Air Force: Edwards Confinement Facility, Edwards AFB, CA; Kirtland Confinement Facility, Kirtland, AFB, NM; Lackland Confinement Facility, Lackland, AFB, TX.

Buildable acres are land acres(s) that are not already being used and are available to support new construction. See definition HSA JCSG Library, p. 3.

If there are no buildable acres, then answer with zero.

Please fill in the following table(s), adding rows as necessary

Name of Corrections Facility (Text) string50	Acres (Acres) numeric

DoD #1974: Correctional Facility Operating Costs

JCSG: HQs and Support

Function(s): Correctional Facilities

Question: Provide the correctional facility's operating costs for FY03.

Source / Reference: Facility Comptroller

Amplification: Level I, II and III Correctional Facilities:

Navy: Naval Consolidated Brig, Charleston; Naval Consolidated Brig, Miramar; Naval Brig/Correctional Custody Unit, Norfolk; Waterfront Brig/CCU Pearl Harbor; Waterfront Brig/CCU Pensacola; Waterfront Brig/CCU Jacksonville; Waterfront Brig/CCU Puget Sound, Silverdale.

Army: United States Disciplinary Barracks, Fort Leavenworth; Army Regional Correctional Facility, Fort Knox; Army Regional Correctional Facility, Fort Lewis; Army Regional Correctional Facility, Fort Sill.

USMC: Marine Corps Brig/CCU, Camp LeJeune; Marine Corps Brig/CCU, Camp Pendleton; Marine Corps Brig, MCCDC, Quantico, VA.

Air Force: Edwards Confinement Facility, Edwards AFB, CA; Kirtland Confinement Facility, Kirtland, AFB, NM; Lackland Confinement Facility, Lackland, AFB, TX.

Please fill in the following table(s)

Operating Expenses	Civilian Pay (\$) numeric	Building & Ground Maintenance (\$) numeric	Staff Travel & Prisoner Transport (\$) numeric	Staff Training (\$) numeric	Rehabilitative & Recreational Programs (\$) numeric
Operational Costs					

DoD #1975: Installation Management-Distance to Other Installations

JCSG: HQs and Support

Function(s): IM Geographical Cluster Installations

Question: What is the distance to each DoD installation within 100 miles of your installation?

Source / Reference: Joint Travel Reg

Amplification: When available, use distances from the JTR as primary source. If not available from this source, use shortest driving distance from primary gate to primary gate. Responses should include all known Reserve and National Guard Centers. Do not include leased DoD facilities as a separate installation.

DoD installation within 100 miles = See 100 mile map reference graphic located in OSD BRAC library, Section 5, p. 103.

Please fill in the following table(s), adding rows as necessary

Installation (Text) string40	Mileage (Miles) numeric

DoD #1976: Installation Management - Type of Forces/Organizations stationed on the Installation

JCSG: HQs and Support

Function(s): IM Geographical Cluster Installations

Question: As of the date of your response, what is the number of authorized active duty (to include active RC/NG), civilian and on-board contractor personnel assigned to all DoD activities hosted by the installation?

Source / Reference: Installation POC for Manpower/Authorization Document (MTOE, TDA, JMD, UMD, etc.).

Amplification: The intent of this question is to capture all personnel in the steady state workforce (DOD activities only) of all activities hosted by the installation. Although many personnel within these activities/organizations do not directly perform the primary mission of their organization, all authorized/attached personnel should be included.

For Navy: Provide installation-level information for this question. Roll up activities that you host to produce an aggregated installation-level response. Include data for all activities on, or attached to, your installation. Activities/organizations that should not be included in the table below are the installation management workforce (the exception is personnel manned against a deployable billet which will be counted in the operational category), military exchange, DECA, DODDS and non-DoD activities.

For Air Force: "Installation Management" includes organizations/units which provide the following services: 1) Public Works (civil engineer squadrons, excluding the housing flight); 2) Transportation (vehicle maintenance and operations, TMO, LRS squadrons, excluding base supply, fuels, and logistics plans functions); 3) Base contracting (contracting squadrons); 4) MWR and Community Services (services squadrons); 5) Security Forces/Law Enforcement; 6) Emergency Services (fire protection, explosive ordnance disposal, and readiness); 7) Safety Office (wing safety office); 8) Airfield Operations (Base Operations or Airfield Management); 9) Personal and Family Services (drug and alcohol rehab, exceptional family member program, family counseling services, community education and awareness, relocation counseling, and education services—this is a combination of portions of the medical group, mission support squadrons, and services squadrons); and 10) Mobilization Planning (logistics plans function within the LRS squadron).

Administrative Activities: This typically includes major headquarters and agencies (to include joint or other service activities). In general, when organizations/activities don't clearly fit into one of the other categories, administrative would be the appropriate category.

Operational Activities: This typically includes those active component organizations with deployment missions for combat/combat support/combat service support (to include other services). The intent is to collect only active/full time personnel strengths. In cases where military personnel are assigned against deployable authorizations but are not assigned to an operational organization as defined here, include in the operational numbers.

Industrial/RDTE Activities: This includes those activities such as depots/arsenals and research/development labs (to include other services).

Training Activities: This includes activities whose primary mission is to conduct institutional training (USAF=AETC formal training) or support training activities. This category should also account for students (to include DoD and other services). When accounting for students, this should be the average student strength at the installation at a single point in time (average daily load) rather than the total number of students that may rotate through the installation throughout the year.

Civilian other: This includes personnel (if any) who are part of the workforce of a DoD activity at the installation but employed by a non-DoD activity. Examples could include research personnel from a university working at a RDTE facility or an instructor or student working at a training institution but employed by another federal agency or a university.

On-Board Contractors = Non-military personnel physically located within the space occupied by DoD Activity on a continuing basis, excluding personnel performing short-term duration projects (i.e. less than one year). Additional note For Reserve Component: Reserve Technicians are counted as civilians; AGR are counted as Active Duty. Do not include traditional reservists in count.

Please fill in the following table(s)

Mission Type Organization	Active Duty (Pers) numeric	Civilians (DoD) (Pers) numeric	On-Board Contractors (Pers) numeric	Civilians (other) (Pers) numeric	Students (Pers) numeric
Administrative					
Operational					
Industrial/RDT & E					
Training					

DoD #1977: Installation Management - Support to Joint and other Service Organizations

JCSG: HQs and Support

Function(s): IM Geographical Cluster Installations

Question: As of the date of your response, how many authorized personnel, to include active duty (including active RC/NG), civilian and on-board contractor personnel are assigned to joint organizations and other services (not Joint) which are hosted by your installation?

Source / Reference: Installation POC for Manpower/FY04 Authorization Document (JMD, UMD or appropriate Service Authorization).

Amplification: The intent of this question is to identify the strength of all joint organizations and organizations (not joint) from other services that are hosted on the installation. Joint organizations are those which have Joint Manning Documents. This would include the various combatant commands, supporting commands and defense agencies. For other services, include those activities hosted by the installation which belong to another service. Do not include in this table those personnel from other services which are assigned to the installation for duty with an activity from the host service. As an example, this could include liaisons to major headquarters or subordinate units or instructors assigned to a training institution of a different service.

On-Board Contractors = Non-military personnel physically located within the space occupied by DoD Activity on a continuing basis, excluding personnel performing short-term duration projects (i.e., less than one year).

Please fill in the following table(s)

Type Organization	Active Duty (Pers) numeric	Civilians (Pers) numeric	On-board Contractors (Pers) numeric
Joint			
Other Service			

DoD #1978: Installation Management- Facility Condition (Army)

JCSG: HQs and Support

Function(s): Hqs -- Dept of Army

Question: To be answered by HQDA. For each applicable class of facilities at the installation, indicate the overall condition using Facility Condition Codes C1 through C4 (see amplification for definitions).

Source / Reference: Department Staff Responsible for Facilities/DOD FY03 Installation Readiness Report.

Amplification: The DoD's Installations' Readiness Report for Fiscal Year 2003 provides definitions of the C-Ratings as follows:

- C1 – Only minor facility deficiencies with negligible impact on capability to perform missions.
- C2 – Some facility deficiencies with limited impact on capability to perform missions.
- C3 – Significant facility deficiencies that prevent performing some missions.
- C4 – Major facility deficiencies that preclude satisfactory mission accomplishment.

Service Proponents should report existing C-Ratings for the buildings (or class of facilities) in question.

Please fill in the following table(s)

Installation	Operations & Training (List) multiple choice ⁷	Mobility (List) multiple choice ⁸	Maintenance & Production (List) multiple choice ⁹	RDT&E (List) multiple choice ¹⁰	Supply (List) multiple choice ¹¹	Admin (List) multiple choice ¹²	Utilities & Grounds (List) multiple choice ¹³
Ft Richardson (USA)							
Ft Carson (USA)							
Walter Reed Army Medical Center (USA)							
Schofield Barracks (USA)							
Ft Detrick (USA)							
Ft Meade (USA)							
Ft Dix (USA)							
Ft Bragg (USA)							
Carlisle Barracks (USA)							
Ft Sam Houston (USA)							
Ft Belvoir (USA)							

⁷ Choose a value from this list: C1, C2, C3, C4, NA

⁸ Choose a value from this list: C1, C2, C3, C4, NA

⁹ Choose a value from this list: C1, C2, C3, C4, NA

¹⁰ Choose a value from this list: C1, C2, C3, C4, NA

¹¹ Choose a value from this list: C1, C2, C3, C4, NA

¹² Choose a value from this list: C1, C2, C3, C4, NA

¹³ Choose a value from this list: C1, C2, C3, C4, NA

Aberdeen Proving Ground (USA)							
Ft McNair (USA)							
Letterkenny Army Depot (USA)							
Ft Eustis (USA)							
Ft Monroe (USA)							
Ft. Story (USA)							
Ft Shafter (USA)							
Adelphi Laboratory							
Ft. A.P. Hill (USA)							
Ft. Gillem (USA)							
Ft. Lewis (USA)							
Ft. McPherson (USA)							
Ft. Monmouth (USA)							
Ft. Myer (USA)							
Tripler Med Center (USA)							

DoD #1979: Installation Management- Sq Footage of Facilities on installation

JCSG: HQs and Support

Function(s): IM Targeted Installations - 2

Question: What is the total thousands of square feet of all facilities existing at your installation on 30 September 2003?

Source / Reference: Installation Real Property Records, DoD Facilities Pricing Guide Volume 5 to define which facilities have units of Sq Ft.

Amplification: Use only facilities with units of square feet. Include family housing square footage. Do not include temporary facilities. This question requires a single answer reported in thousands of square feet.

This question requires a single answer with units of SF and a data type of numeric.

Answer:

DoD #1980: Installation Management- ISSA Support provided/received

JCSG: HQs and Support

Function(s): IM Geographical Cluster Installations

Question: As of 30 September 2003, what is the total value (dollars) of all services provided by the installation through Interservice Support Agreements (ISSA)? What is the total value (dollars) of all services received by the installation through Interservice Support Agreements?

Source / Reference: Installation POC for Interservice Support Agreements

Amplification: The answer should reflect the FY 03 value for all reimbursable services which the installation provided or received based on approved ISSAs. This should be the actual FY03 amount executed.

Please fill in the following table(s)

ISSA	Provided (\$K) numeric	Received (\$K) numeric
ISSA Value		

DoD #1981: Installation Management- Facility Condition (Air Force)

JCSG: HQs and Support

Function(s): Hqs Dept of the Air Force

Question: To be answered by HAF. For each applicable class of facilities at the installation, indicate the overall condition using Facility Condition Codes C1 through C4 (see amplification for definitions).

Source / Reference: Department Staff Responsible for Facilities/DOD FY03 Installation Readiness Report.

Amplification: The DoD's Installations' Readiness Report for Fiscal Year 2003 provides definitions of the C-Ratings as follows:

- C1 – Only minor facility deficiencies with negligible impact on capability to perform missions.
- C2 – Some facility deficiencies with limited impact on capability to perform missions.
- C3 – Significant facility deficiencies that prevent performing some missions.
- C4 – Major facility deficiencies that preclude satisfactory mission accomplishment.

Service Proponents should report existing C-Ratings for the buildings (or class of facilities) in question.

Please fill in the following table(s)

Installation	Operations & Training (List) multiple choice ¹⁴	Mobility (List) multiple choice ¹⁵	Maintenance & Production (List) multiple choice ¹⁶	RDT&E (List) multiple choice ¹⁷	Supply (List) multiple choice ¹⁸	Admin (List) multiple choice ¹⁹	Utilities & Grounds (List) multiple choice ²⁰
Andrews AFB (USAF)							
Bolling AFB (USAF)							
Elmendorf AFB (USAF)							
Dover AFB (USAF)							
Hickam AFB (USAF)							
Keesler AFB (USAF)							
Langley AFB (USAF)							
Brooks City-Base (USAF)							
Schriever AFB (USAF)							
Charleston AFB (USAF)							
Randolph AFB							

¹⁴ Choose a value from this list: C1, C2, C3, C4, NA

¹⁵ Choose a value from this list: C1, C2, C3, C4, NA

¹⁶ Choose a value from this list: C1, C2, C3, C4, NA

¹⁷ Choose a value from this list: C1, C2, C3, C4, NA

¹⁸ Choose a value from this list: C1, C2, C3, C4, NA

¹⁹ Choose a value from this list: C1, C2, C3, C4, NA

²⁰ Choose a value from this list: C1, C2, C3, C4, NA

(USAF)							
Lackland AFB (USAF)							
McChord AFB (USAF)							
McGuire AFB (USAF)							
Peterson AFB (USAF)							
United States Air Force Academy (USAF)							
Pope AFB (USAF)							
Cheyenne Mountain AFS (USAF)							
Dobbins ARB (USAF)							

DoD #1982: Installation Management- Facility Condition (Navy)

JCSG: HQs and Support

Function(s): Cdr, Naval Installations (CNI) and Hqs Marine Corps (CMC)

Question: To be answered by Center for Naval Installations (CNI) and Headquarters Marine Corps (CMC) as applicable. For each applicable class of facilities at the installation, indicate the overall condition using Facility Condition Codes C1 through C4 (see amplification for definitions).

Source / Reference: Department Staff Responsible for Facilities/DOD FY03 Installation Readiness Report.

Amplification: The DoD's Installations' Readiness Report for Fiscal Year 2003 provides definitions of the C-Ratings as follows:

- C1 – Only minor facility deficiencies with negligible impact on capability to perform missions.
- C2 – Some facility deficiencies with limited impact on capability to perform missions.
- C3 – Significant facility deficiencies that prevent performing some missions.
- C4 – Major facility deficiencies that preclude satisfactory mission accomplishment.

Service Proponents should report existing C-Ratings for the buildings (or class of facilities) in question.

Please fill in the following table(s)

Installation	Operations & Training (List) multiple choice ²¹	Mobility (List) multiple choice ²²	Maintenance & Production (List) multiple choice ²³	RDT&E (List) multiple choice ²⁴	Supply (List) multiple choice ²⁵	Admin (List) multiple choice ²⁶	Utilities & Grounds (List) multiple choice ²⁷
MCB Quantico (USMC)							
MARBKS Washington DC (USMC)							
Camp Allen (USMC)							
Henderson Hall (USMC)							
NAVAIRENGSTA Lakehurst (USN)							
NAS Atlanta (USN)							
NAS Oceana (USN)							
NAVAMPBASE Little Creek (USN)							
NAVSTA Norfolk (USN)							
NAVSTA Pascagoula (USN)							
NAVSTA Pearl							

²¹ Choose a value from this list: C1, C2, C3, C4, NA

²² Choose a value from this list: C1, C2, C3, C4, NA

²³ Choose a value from this list: C1, C2, C3, C4, NA

²⁴ Choose a value from this list: C1, C2, C3, C4, NA

²⁵ Choose a value from this list: C1, C2, C3, C4, NA

²⁶ Choose a value from this list: C1, C2, C3, C4, NA

²⁷ Choose a value from this list: C1, C2, C3, C4, NA

Harbor (USN)							
NAVSUPACT Norfolk (USN)							
NAVWPNSTA Charleston (USN)							
NAVWPNSTA Yorktown (USN)							
NAVSHIPYD & IMF Pearl Harbor (USN)							
NCTAMS PAC Honolulu (USN)							
NMC Portsmouth (USN)							
NAVSHIPYD Norfolk (USN)							
PACMISRANFAC (USN)							
Naval Air Facility, Wash D.C. (USN)							
Naval Research Lab (USN)							
NAVSUPACT Mechanicsburg (USN)							
NAS Patuxent River (USN)							
NSWC, Dahlgren (USN)							
NNMC Bethesda (USN)							
US Naval Academy (USN)							
NSWC, Carderock Div (USN)							
NSWC, Indianhead Div (USN)							
Field Support Activity, Washington D.C. (USN)							
NAVCONSTCEN, Gulfport (USN)							