



# Department of Defense INSTRUCTION

NUMBER 1025.4

October 18, 1994

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ASD(FMP)

SUBJECT: Service Academy Resources Report

- References:
- (a) General Accounting Office (GAO) Final Report, "DoD SERVICE ACADEMIES: Improved Cost and Performance Monitoring Needed," Dated July 16, 1991
  - (b) Comptroller of the Department of Defense Report, "Office of the Secretary of Defense, Operation and Maintenance Overview," annual edition
  - (c) Comptroller of the Department of Defense Memorandum, "Budget Guidance," annual issuance
  - (d) OMB Directive No. 15, "Race and Ethnic Standards for Federal Statistics and Administrative Reporting," May 12, 1977

## 1. PURPOSE

This Instruction:

1.1. Under reference (a) implements policy, assigns responsibilities, and prescribes procedures for the reporting of Service Academy and Academy Preparatory School resource data, and the demographic composition of staff members and cadets and/or midshipmen attending those schools.

1.2. Provides guidance, definitions, and instructions for the completion of enclosed DD Form 2721, "Academy Resources Summary Report"; DD Form 2722, "Academy Capitalized Investments Report"; DD Form 2723, "Academy Manpower Resources Report"; DD Form 2724, "Academy Class Demographics Data"; DD Form 2725, "Academy Commissioning Data"; DD Form 2726, "Academy Administration/Faculty Demographic Data"; DD Form 2727, "Academy Preparatory School Enrollment Data"; DD Form 2728, "Academy Preparatory School

Administration/Faculty Demographic Data" to account for the resources and demographics of a Service Academy and Academy Preparatory School. Information submitted on those forms shall be used in the preparation of congressional testimony by the Assistant Secretary of Defense for Force Management Policy (ASD(FMP)), responding to correspondence from congressional committees and answering public requests for information on Service Academies. The need for such standardization has been noted by the General Accounting Office and the Congress.

1.3. Designates the Secretary of the Navy as the DoD Executive Agent for Marine Corps resources. Serving in this capacity, the Navy shall identify and report any Marine Corps resources used in support of the Naval Academy Preparatory School and/or the Naval Academy.

1.4. Designates the Secretary of the Air Force as the DoD Executive Agent for the reporting of costs incurred by the DoD Medical Review Board (DODMERB) in the testing of candidates seeking acceptance to a Service Academy. Serving in this capacity, the Air Force will identify, where possible (to include proration of expenses), the total annual costs attributable to all candidates applying to a Service Academy.

## 2. APPLICABILITY

This Instruction applies to the Office of the Secretary of Defense (OSD), the Military Departments, the Chairman of the Joint Chiefs of Staff, the Unified Combatant Commands, the Inspector General of the Department of Defense (IG, DoD), the Uniformed Services University of Health Sciences (USUHS), the Defense Agencies, and the DoD Field Activities (hereafter referred to collectively as "the DoD Components"). The term "Military Services," as used herein, refers to the Army, the Navy, the Air Force, and the Marine Corps.

## 3. DEFINITIONS

Terms used in this Instruction are defined in enclosure 1.

## 4. POLICY

To support the planning, programming, budgeting, and program and/or budget execution process, the Military Departments shall report annually accurate, complete, and consistent cost information identified with their Service Academy to include Preparatory School expenses. Information required by this Instruction and submitted to

the Office of the Assistant Secretary of Defense for Force Management Policy (OASD(FMP)) shall be consistent with amounts displayed in the current President's budget and shall be the basis for responding to congressional and public inquiries.

## 5. RESPONSIBILITIES

5.1. The Assistant Secretary of Defense for Force Management Policy shall:

5.1.1. Administer this Instruction through a request for annual submission of resource reports from the Military Departments within 30 days after the President's budget has been submitted to the Congress.

5.1.2. Ensure that the Military Departments comply with requirements through certification of inputs for consistency and completeness.

5.1.3. Provide additional guidance and/or clarification to the Military Departments as necessary for their data submissions.

5.2. The Secretaries of the Military Departments shall:

5.2.1. Develop an organizational capability to collect, maintain, and submit on specified formats information on resources expended, estimated, and requested by the active force and the Reserve components, if any, in support of a Service Academy, the Academy Preparatory School, and any other associated training programs.

5.2.2. Ensure funding for academy resources shown on the academy summary formats (DD Forms 2721, 2722, and 2723) are verifiable by accounts maintained within the Military Department's Program and Budget Division that reflect consistency with actual, estimate, and request figures displayed in the current President's Budget. While specific activity costs are consolidated under generalized categories within the budget justification books, academy resources must be identifiable with those accounts displayed.

5.2.3. Designate a focal point responsible for transmitting the requested information to the OASD(FMP). The office so designated shall identify a liaison to provide clarification or explanation of data, if necessary.

5.2.4. Furnish, on request, to the OASD(FMP) the completed forms in this Instruction. Additionally, submit copies of the academy summary formats (DD Forms 2721, 2722, and 2723) to the Comptroller of the Department of Defense (C, DoD).

## 6. PROCEDURES

6.1. General. All resource information applicable to a Service Academy and its related Preparatory School in support of the active force (and, if applicable the Reserve components) is to be reported on an actual or estimated basis by appropriation. Resources to be reported are those funded under the Active and Reserve Military Personnel Appropriations (all Service personnel, cadet subsistence, allowances, and uniforms); Operation and Maintenance (O&M) Appropriation for supplies, equipment, and facilities to include items provided on a reimbursable or nonreimbursable basis by another organizational segment of the reporting Service; Procurement Appropriation (computers, systems, etc.); and capitalized investments: Military Construction (MILCON) and Military Family Housing (MFH).

6.2. Reporting and Record-keeping. Minimum reporting and record-keeping requirements for academy costs shall be as follows:

6.2.1. The Army, the Navy, and the Air Force shall submit annually individual reports on the demographics and resources for their respective Service Academy and Academy Preparatory School to include associated training programs. The Marine Corps shall account for resources used in support of the Naval Academy and the Naval Academy Preparatory School on separate formats to be included with the Department of Navy's submission.

6.2.2. Reports developed for the OASD(FMP) shall be consistent with data provided in the President's budget request and information contained in the C, DoD report (reference (b)). All costs shown on the specified formats shall be in current dollars for each fiscal year (FY) addressed. Within 30 days after the President's budget has been submitted to the Congress, the Services shall submit annually data to cover 4 FYs:

6.2.2.1. The prior FY (actual).

6.2.2.2. The current FY.

6.2.2.3. The budgets for the two succeeding FYs.

6.2.3. For each format at enclosures 2 through 8, fill in applicable blanks identifying the Service, date prepared, and FYs reported.

6.2.4. Projected and/or estimated inflation rates used in the computation of military pay, civilian pay, and O&M shall be those provided annually in the C, DoD (reference (c)).

6.2.5. Costs incurred in the conduct of multiple programs and consolidated under a single budget activity should be separated for reporting on the applicable formats. For example, if multiple officer program costs (Reserve Officers Training Corps, Service Academy, Academy Preparatory School, Officer Candidate and/or Training School) are accounted for under one budget activity (i.e., automation, communications), they should be allocated or prorated between the two programs and reported under the activity's heading. A prorated or allocated cost between programs should be shown with an asterisk denoting that the cost is an estimate rather than a specific amount for which records are maintained.

6.2.6. Each Military Department should submit only those formats for which manpower or funds have been committed to a Service Academy and Academy Preparatory School program. Manpower resources should be reported by the component in which the officer or enlisted personnel serves.

6.2.7. If the total annual cost allocated to a specified cost category (shown on DD Form 2721) is less than 500 dollars, it need not be reported here.

6.2.8. Information on race and/or ethnicity shall be consistent with the standardized categories developed by the OMB (reference (d)).

## 7. INFORMATION REQUIREMENTS

The annual reporting requirements for the "Service Academy Resources Report" in subparagraph 6.2.1., above, has been assigned Report Control Symbol DD-P&R(A)1912.

## 8. EFFECTIVE DATE AND IMPLEMENTATION

This Instruction is effective immediately. Forward one copy of implementing documents to the Assistant Secretary of Defense for Force Management Policy within 120 days.

  
F. Pang  
Assistant Secretary of Defense  
Force Management Policy

### Enclosures - 9

- E1. Definitions
- E2. Completion Instructions for DD Form 2721, "Academy Resources Summary Report," Oct 94
- E3. Completion Instructions for DD Form 2722, "Academy Program Capitalized Investments Report," Oct 94
- E4. Completion Instructions for DD Form 2723, "Academy Manpower Resources Report," Oct 94
- E5. Completion Instructions for DD Form 2724, "Academy Class Demographics Data," Oct 94
- E6. Completion Instructions for DD Form 2725, "Academy Commissioning Data," Oct 94
- E7. Completion Instructions for DD Form 2726, "Academy Administration/Faculty Demographic Data," Oct 94
- E8. Completion Instructions for DD Form 2727, "Academy Preparatory School Enrollment Data," Oct 94
- E9. Completion Instructions for DD Form 2728, "Academy Preparatory School Administration/Faculty Demographic Data," Oct 94

## E1. ENCLOSURE 1

### DEFINITIONS

E1.1.1. Academy-Related Costs. All costs associated with the direct mission (i.e., day-to-day operations) of a Service Academy. It includes all costs that directly fund academy operations from the four appropriations: Military Personnel, Reserve Personnel, Procurement, and Operation and Maintenance. It would not include any portion of costs for the commissary, band, medical, or other community-related expenses that also benefits dependents and/or retirees (i.e., non-related academy costs). The total for academy-related costs shall be the sum of the four major activities: instructional, student-related, institutional support, and real property maintenance. Each of those activities shall be subdivided into major cost categories each of which, in itself, are segmented across ten basic cost elements:

E1.1.1.1. Four active O&M cost elements:

E1.1.1.1.1. Labor (i.e., civilian wages and pay).

E1.1.1.1.2. Non-Labor (i.e., materials, supplies, etc.).

E1.1.1.1.3. Staff Travel (i.e., TDY and per diem costs).

E1.1.1.1.4. Cadet and/or Midshipmen Travel (i.e., TDY and per diem costs).

E1.1.1.2. Three active Military Personnel cost elements:

E1.1.1.2.1. Staff pay and allowances using composite rates.

E1.1.1.2.2. Cadet and/or Midshipmen Pay and Allowances.

E1.1.1.2.3. Military Pay expenses (i.e., uniform and subsistence allowances).

E1.1.1.3. One Reserve Military Personnel cost element: National Guard and Reserve pay and allowances.

E1.1.1.4. One Reserve O&M cost element: Other Expenses (O&M).

E1.1.1.5. One Procurement cost element: Procurement Appropriations.

E1.1.2. Capitalized Investments. Projects costing \$25,000 or more and whose useful life is expected to exceed 2 years. Mainly, those projects accounted for under the headings: procurement appropriations, military construction appropriation (projects 300,000 dollars or more and unspecified minor construction projects ranging from 300,000 dollars to 1,500,000 dollars), family housing appropriation, and/or O&M appropriation.

E1.1.2.1. Purchased Items Greater Than 25,000 Dollars. Materials, supplies, and equipment purchased under the heading Procurement Appropriations for 25,000 dollars or more. Under Government budgeting guidelines, items whose useful life is greater than 2 years and are referred to as capital investments.

E1.1.2.2. Computers (Automation). The purchase of micro-, mini-, or main-frame computer systems in support of academy programs that cost 25,000 dollars or more. Further, include the cost of any Management Information System that exceeds 25,000 dollars.

E1.1.2.3. Minor Construction. The total cost for all projects costing less than 300,000 dollars in support of the academy and designated as either O&M or MILCON appropriations.

E1.1.2.4. Real Property Maintenance. The total cost for all maintenance and/or repair projects that cost 300,000 dollars or more and extend the life of the basic facility by at least 2 years and support academy programs.

E1.1.2.5. Other Purchases. The total cost for all other projects that cost 300,000 dollars or more to include leasehold improvements and/or facilities financed under the category of MILCON and/or family housing appropriations.

E1.1.3. Institutional Support Activities. Funds for activities that support academy operations to include costs for activities that benefit cadets and/or midshipmen.

E1.1.3.1. Medical Support. Defense Health Programs and military personnel appropriations expended for medical and dental healthcare for staff, and cadets and/or midshipmen. In addition to medical costs for injuries, illness, and preventive care, this category shall include all pharmaceutical dispenses (prescriptions, braces and/or other medical-related supplies). Further, the costs of physical and mental testing of prospective candidates as reported to the DoD Medical Review Board shall be submitted by the Air Force as an addendum.



E1.1.3.2. Band. O&M and military personnel appropriations expended by a military band and/or chorale group that directly support cadet and/or midshipman activities.

E1.1.3.3. Administration Data Processing. Military personnel, procurement, and O&M appropriations for data processing used in support of academy administrative or management functions. This category accounts for the usage of hardware (microcomputers, peripheral devices, modems, etc.) as well as software (programs, systems, utilities, etc.). Include systems for office automation as well as programs that assist in the managing of cadet and/or midshipman activities. Costs shall be accounted for all purchased and leased equipment, as well as those services obtained on a reimbursable basis.

E1.1.3.4. Printing Plant Support. Military personnel, procurement, and O&M appropriations expended for printing services. It includes the cost of materials and/or supplies used in set up costs as well as the finalized product. Further, account for those costs whether paid for directly or obtained on a reimbursable basis to include any subcontractor costs, if used.

E1.1.3.5. Civilian Personnel and Personnel Administration. O&M and military personnel appropriations used for the staffing and management of civilian and military personnel working at the academy. In addition to costs that support the civilian and military equal opportunity offices, it includes funds for training and professional development courses attended by both military and civilian personnel. Further, add costs for the Adjutant General's Office and expenses incurred through operation of reenlistment activities.

E1.1.3.6. Special and Other Personnel Services. Military personnel, procurement and O&M appropriations for services that support the staff, and cadets and/or midshipmen. In addition to funding for the Inspector General and Staff Judge Advocate, additional services to be accounted for are the Post Chaplain, Community Counseling Center, Community Operations Division (Club System), Education Centers, Community Service Centers, Child Development Services, Family Advocacy, Youth Services, Safety Office and Civilian Illness and Injury Compensation Offices. Further, add in community recreational offices and welfare offices that provide services such as discount tickets, coupons, hotel accommodations, etc. In other words, this category takes into account all organizations that make community services available to cadets and/or midshipmen.

E1.1.3.7. Communications. Military personnel, procurement and O&M appropriations expended for telephone calls, purchase or lease of telecommunications equipment, and the cost of any leased lines. Included within the resource category are funds for commercial, Federal and military charges, and the acquisition of leased communication systems. Costs reported will be that share related to operations whether accounted for directly or obtained on a reimbursable basis.

E1.1.3.8. Transportation Operations and/or Equipment Maintenance. O&M and military personnel appropriations expended for the receipt and/or shipping of supplies and equipment, and equipment maintenance. In addition to costs for the transportation office operations, this category includes intra-post moves and depot and vendor transportation returns. Further, account for vehicle maintenance and operations, vehicle petroleum, and watercraft maintenance and operations.

E1.1.3.9. Commissary and/or Food Services. O&M and military personnel appropriations expended for the commissary and dining facilities that directly support academy operations.

E1.1.3.10. Supply and Services Operation. O&M and military personnel appropriations expended for supply operations and/or service support operations. In addition to costs for the supply centers, this category shall include property control, station property books, clothing sales, self-service supply centers, issue support activities, and the laundry operations.

E1.1.3.11. Logistics Activities. Military personnel, procurement, and O&M appropriations expended for logistical activities that directly support academy operations. In addition to costs for the logistics directorate, this category shall include any logistical administrative-related activities (i.e., Memorial Affairs).

E1.1.3.12. Comptroller (Accounting and Finance Operations). Military personnel, procurement, and O&M appropriations expended on accounting and finance operations that support the academy. This category shall include funding for the Directorate for Resource Management, the Finance and Accounting Section, the Internal Review Division, and any other organizations (e.g., DFAS) involved with academy financial matters (i.e., travel voucher disbursements, travel pay advances, budget assembly, resource analysis).

E1.1.3.13. Security Activities. Military personnel and O&M appropriations expended for the academy's security operations. In addition to the installation's military police operations, it shall include costs for the Provost Marshal's Office, Criminal Investigation Division, Security Patrols, and other funding for security matters.

E1.1.3.14. Preparatory School. Military personnel, procurement, and O&M in support of each Military Department's preparatory school. In addition to pay and allowances costs for staff and students, report all O&M expenditures that directly support preparatory school operations. Services and activities that support other personnel on the installation as well as preparatory school students shall be prorated.

E1.1.3.15. Military Support Unit. Military personnel, procurement, and O&M appropriations expended for any local detachment that assists in the special courses and/or partakes of military operations designed to train cadets and/or midshipmen. Further, this category shall include the expense of training by an aviation detachment or flying hour program.

E1.1.3.16. Museum. O&M and military personnel appropriations expended by the academy on museums and/or historical galleries maintained for cadets and/or midshipmen.

E1.1.3.17. Public Affairs Activities. O&M and military personnel appropriations expended for public affairs activities that support academy operations. In addition to public announcements on activities, staff, or cadets and/or midshipmen, this category would include any academy goodwill and/or image enhancement campaigns.

E1.1.3.18. Command and Staff. Military personnel, procurement, and O&M appropriations expended by command and staff organizations that support academy operations. In addition to the Chief of Staff's and Superintendent's Office, this category may include costs for Community and Family Activities, the Garrison Commander's Office, and any program analysis and evaluation offices, if appropriate.

E1.1.3.19. All Other Functions. Military personnel, procurement, and O&M appropriations expended in direct support of the academy operations that is not defined by a major cost category.

E1.1.3.20. Installation Annexes. Military personnel, procurement, and O&M appropriations for any annexes, subposts, and/or installations that support academy operations. Included within this category are the Chaplain's Office, medical support groups, hospitals, clinics, lodging and housing assistance offices, and other specialized support activities.

E1.1.4. Instructional Activities. Funds that directly support the teaching (curriculum, counseling, field trips, etc.) and training (physical education, field exercises, summer training, etc.) of academy cadets and/or midshipmen.

E1.1.4.1. Academic Dean. All direct costs associated with the instruction and training functions. Specifically, it would include personnel compensation costs for the teaching and training staff (both military and civilians), and other directly related O&M costs in support of the staff (i.e., supplies, equipment, etc.).

E1.1.4.2. Audio-Visual Support. O&M and military personnel appropriations expended for audio and/or visual supplies and services whether paid for on a direct or a reimbursable basis. Additionally, it would include the cost for any art display or production designs procured through a contractor.

E1.1.4.3. Academic Computer Center. Military personnel, procurement, and O&M appropriations expended for computer systems that provide academic support to cadets and/or midshipmen. In addition to the costs for day-to-day operations, it would include amounts for in-house development and/or purchase of software systems (i.e., models, utilities, databases, or tailored programs). The purchase of microcomputer systems and/or other peripheral hardware should be reported under this category provided the cost was less than \$25,000, and it was acquired using O&M funding. Further, add costs of telecommunications equipment and dedicated data links in support of computer systems. If telecommunications lines cannot be separately identified for computer support from other communication costs, then include costs under the separate category communications.

E1.1.4.4. Faculty Training. O&M and military personnel appropriations for the advanced education, training, and teaching of professional staff and faculty members. This category consolidates the annual costs for education, schooling, and professional development of staff currently assigned to the academy.

E1.1.4.5. Military Training. Military personnel, procurement, and O&M appropriations expended in support of military training. In addition to funds for equipment and supplies, this category would include the cost of fuel and range activities. As such, it accounts for all training camp overhead to include ammunition and the expense of training equipment. Further, this category accounts for summer travel of cadets and/or midshipmen to and from other installations and/or facilities (i.e., ships, ranges, etc.).

E1.1.4.6. Physical Education. Military personnel, procurement, and O&M appropriations used in support of the academy's physical education programs. In addition to staff costs, this category would include costs for physical training equipment, supplies, and supporting materials as well as all maintenance costs for the equipment.

E1.1.4.7. Library. O&M and military personnel appropriations for all libraries that provide academic support for faculty staff as well as cadets and/or midshipmen. This category includes not only the cost of books, materials, and literature, but also funds for supplies and equipment (i.e., microfiche readers, microcomputers, copiers, scanners, etc.)

E1.1.5. Military Personnel Appropriation and/or Reserve Personnel Appropriation. Pay and allowances expressed as a composite rate for military personnel involved with Service Academy and Academy Preparatory School programs that are accounted for under the Military Personnel Appropriation, and, if applicable, the Reserve Military Personnel Appropriation. It includes compensation for active duty personnel, Reserve personnel assigned to active duty (i.e., active Guard/Reserve status) and personnel in the Selected Reserves, if applicable.

E1.1.5.1. Staff and/or Support Personnel. The total amount of pay and allowances for officers and enlisted personnel assigned to permanent duty and long term and recurring temporary duty in support of a Service Academy or Academy Preparatory School.

E1.1.5.1.1. Pay and allowances to military personnel assigned administrative and operational responsibilities and duties.

E1.1.5.1.2. Pay and allowances to military personnel both part- and full-time assigned as instructors as well as teaching assistants.

E1.1.5.1.3. Reserve personnel using man-day spaces in support of Service Academy and/or Academy Preparatory School programs and/or summer training sessions.

E1.1.5.1.4. Pay and allowances to personnel engaged in the initial and advanced training of Service Academy cadets and/or midshipmen or Academy Preparatory School candidates. For this requirement, military pay of active force and Reserve personnel should be computed using a standard rate for officers and enlisted personnel based on an average work-year cost. However, the submission of actual pay rates or force structure pay rates (i.e., number of personnel times the grade's average pay rate) are acceptable).

E1.1.5.2. Cadet and/or Midshipmen and/or Candidate Pay. The total amount of pay and allowances paid to academy cadets and/or midshipmen and Academy Preparatory School candidates.

E1.1.5.3. Other Expenses. The total amount of any subsistence (i.e., ration allowances) or any other allowances provided to academy cadets and/or midshipmen or Academy Preparatory School candidates. Any supplemental funds borne by the academy in support of summer training or other activities.

E1.1.6. Operation and Maintenance (O&M) Appropriation. Those funds used in support of a Service Academy, Academy Preparatory School, and associated training programs that are accounted for under the DoD heading of Operation & Maintenance Appropriation.

E1.1.6.1. Civilian Pay. O&M funds for direct hire civilian personnel assigned to duties supporting military officer procurement at the Service Academy or Academy Preparatory School. It includes pay for civilian instructors both on a part- and full-time basis. ;Additionally, this category would include civilian staff spaces in support of initial or advanced training to include the proration of facilities support and overhead personnel.

E1.1.6.2. Non-Labor. All O&M funds that support academy operations (i.e., materials, supplies, vehicles, communications, etc.) with the exception of those costs identified for the other three O&M categories. See subparagraphs E1.1.2.1., E1.1.2.3., and E1.1.2.4. of this enclosure, above.

E1.1.6.3. Staff Travel. Excluding cadet and/or midshipman travel costs (item E1.1.6.4. of this enclosure, below), the total amount for travel expenses to permanently or temporarily assigned military staff and civilians in support of various Service academy programs.

E1.1.6.4. Cadet and/or Midshipman or Candidate Travel. The total amount paid to academy cadets and/or midshipmen, and Academy Preparatory School candidates for all travel costs whether as a direct payment or on a reimbursable basis.

E1.1.6.5. O&M Cost (Reserves). Total funds expended in support of a Service Academy and/or expenditures for cadets and/or midshipmen that is funded out of Reserve O&M appropriation.

E1.1.7. Procurement Appropriation. The purchase of hardware or any other data processing-related equipment (i.e., telecommunications, local area network servers, etc.) falling within the regulations that govern procurement funding.

E1.1.7.1. Computers. Procurement funds for the purchase of computer hardware costing more than \$25,000 and is used in direct support of academy programs.

E1.1.7.2. Equipment. Procurement funds for the purchase of equipment or any other machinery costing more than \$25,000 and is used in direct support of academy programs.

E1.1.7.3. Other. Procurement funds for the purchase of supply items costing more than \$25,000 that are used in direct support of academy programs.

E1.1.8. Real Property Maintenance. O&M and military personnel appropriations spent for real property maintenance cost in support of academy operations.

E1.1.8.1. Utility Services. O&M and military personnel appropriations expended for the purchase and operation of utility services (water, sewage, heating, and electricity). In addition to the actual utility's cost, the purchase of any equipment required to support the utility whether the service is paid for a direct or on a reimbursable basis.

E1.1.8.2. Custodial and Other Services. O&M and military personnel appropriations expended in support of custodial and other services for the academy. In addition to in-house services, this category shall include any special contractual work (i.e., landscaping, lawn services, trash removal) whether paid for on a direct or reimbursable basis.

E1.1.8.3. Fire Protection. O&M and military personnel appropriations expended in support of fire protection services. In addition to the actual cost for fire protection services, this category shall include any maintenance, repair, or installation work whether the service is paid for on a direct or reimbursable basis.

E1.1.8.4. Maintenance and/or Engineering. Military personnel, procurement and O&M appropriations expended for maintenance and/ or engineering activities in support of academy operations. In addition to the actual cost for maintenance and engineering services, this category shall include any repair and/or installation work whether the service is paid for on a direct or reimbursable basis. For this category, include only the non-minor construction projects and/or work orders costing less than 300,000 dollars and are funded out of O&M appropriation.

E1.1.9. Student-Related Activities. Funds for activities that provide direct logistical support for cadets and/or midshipmen.

E1.1.9.1. Cadet and/or Midshipman Mess. O&M and military personnel appropriations expended for mess operations to include all supplies and equipment as well as manning costs.

E1.1.9.2. Student Services. O&M and military personnel appropriations for student service operations that support cadets and/or midshipmen.

E1.1.9.3. Registrar and/or Advertising. O&M and military personnel appropriations that support the Registrar's Office to include advertising costs. This category would include the Director of Admissions and all funding associated with the selection, interview, and processing of candidate applications. Further, add funds expended on any institutional research and/or market analysis to include contractual support, if used.

E1.1.9.4. Student Pay and/or Allowances. Account for all compensation and entitlements received by cadets and/or midshipmen from both the O&M and military personnel appropriations. In addition to pay and allowances, this category shall include any additional funds for cadet and/or midshipmen subsistence and/or uniforms. Further, add the cost of commutation allowances, if appropriate.



E2. ENCLOSURE 2

COMPLETION INSTRUCTIONS FOR DD FORM 2721, "ACADEMY RESOURCES  
SUMMARY REPORT"

E2.1.1. Each Military Department shall display for its Service Academy (to include Preparatory School), the total FY obligations attributable to a resource category for the prior FY, current FY, and the two succeeding FYs (consistent with the current President's Budget).

E2.1.1.1. Academy Instructional Activities. Provide total funding by cost element for each of the seven cost categories defined as academy-related activities.

E2.1.1.1.1. Academics. Within appropriation, display by cost element the total funding allocated to the category academics.

E2.1.1.1.2. Audio and/or Visual Support. Within appropriation, display by cost element the total funding allocated to the category audio and/or visual support.

E2.1.1.1.3. Academic Computer Support. Within appropriation, display by cost element the total funding allocated to the category academic computer support.

E2.1.1.1.4. Faculty Training. Within appropriation, display by cost element the total funding allocated to the category faculty training.

E2.1.1.1.5. Military Training. Within appropriation, display by cost element the total funding allocated to the category military training.

E2.1.1.1.6. Physical Education. Within appropriation, display by cost element the total funding allocated to the category physical education.

E2.1.1.1.7. Library. Within appropriation, display by cost element the total funding allocated to the category library.

E2.1.1.2. Student-Related Activities. Provide total funding by cost element for each of the four cost categories defined as student related activities.

E2.1.1.2.1. Cadet and/or Midshipman Mess. Within appropriation, display by cost element the total funding allocated to the category cadet and/or midshipman mess.

E2.1.1.2.2. Student Services Support. Within appropriation, display by cost element the total funding allocated to the category student services support.

E2.1.1.2.3. Registrar and/or Advertising. Within appropriation, display by cost element the total funding allocated to the category registrar and/or advertising.

E2.1.1.2.4. Student Pay and Allowances. Within appropriation, display by cost element the total funding allocated to the category student pay and allowances.

E2.1.1.3. Institutional Support Activities. Provide total funding by cost element for each of the 20 cost categories defined as institutional support activities.

E2.1.1.3.1. Medical Support. Within appropriation, display by cost element the total funding allocated to the category medical support.

E2.1.1.3.2. Band. Within appropriation, display by cost element total funding for any band used in direct support of academy activities.

E2.1.1.3.3. Administration Data Processing. Within appropriation, display by cost element the total funding allocated to the category administration data processing.

E2.1.1.3.4. Printing Plant Support. Within appropriation, display by cost element the total funding allocated to the category printing plant support.

E2.1.1.3.5. Civilian Personnel and/or Personnel Administration. Within appropriation, display by cost element the total funding allocated to the category civilian personnel and/or personnel administration.

E2.1.1.3.6. Special and Other Personnel Services. Within appropriation, display by cost element the total funding allocated to the category special and other personnel services.

E2.1.1.3.7. Communications. Within appropriation, display by cost element the total funding allocated to the category communications.

E2.1.1.3.8. Transportation Operations and/or Equipment Maintenance. Within appropriation, display by cost element the total funding allocated to the category transportation operations and/ or equipment maintenance.

E2.1.1.3.9. Commissary and/or Food Services. Within appropriation, display by cost element the total funding allocated to the category commissary and/or food services.

E2.1.1.3.10. Supply and/or Services Operations. Within appropriation, display by cost element the total funding allocated to the category supply and/or services operations.

E2.1.1.3.11. Logistics Activities. Within appropriation, display by cost element the total funding allocated to the category logistics activities.

E2.1.1.3.12. Comptroller (Accounting and Finance Support). Within appropriation, display by cost element the total funding allocated to the category accounting and/or finance support.

E2.1.1.3.13. Security Activities. Within appropriation, display by cost element the total funding allocated to the category security activities.

E2.1.1.3.14. Preparatory School. Within appropriation, display by cost element the total funding allocated to the category preparatory school.

E2.1.1.3.15. Military Support Unit. Within appropriation, display by cost element the total funding allocated to the category military support unit.

E2.1.1.3.16. Museum. Within appropriation, display by cost element the total funding allocated to the category museum.

E2.1.1.3.17. Public Affairs Activities. Within appropriation, display by cost element the total funding allocated to the category public affairs activities.

E2.1.1.3.18. Command and Staff. Within appropriation, display by cost element the total funding allocated to the category command and staff.

E2.1.1.3.19. All Other Functions. Within appropriation, display by cost element the total funding allocated to the category all other functions.

E2.1.1.3.20. Stewart Army Annex. Within appropriation, display by cost element the total funding allocated to the category for Stewart Army Annex, if appropriate.

E2.1.1.4. Real Property Maintenance. Provide total funding by cost element for each of the four cost categories defined under real property maintenance.

E2.1.1.4.1. Utility Services. Within appropriation, display by cost element the total funding allocated to the category utility services.

E2.1.1.4.2. Custodial and/or Other Services. Within appropriation, display by cost element the total funding allocated to the category custodial and/or other related services.

E2.1.1.4.3. Fire Protection. Within appropriation, display by cost element the total funding allocated for the category fire protection.

E2.1.1.4.4. Maintenance and Engineering. Within appropriation, display by cost element the total funding allocated to the category maintenance and engineering.

E2.1.1.5. Academy Totals. Display the sum (items E2.1.1.1. through E2.1.1.1.7., E2.1.1.2.1. through E2.1.1.2.4., E2.1.1.3.1. through E2.1.1.3.20., and E2.1.1.4.1. through E2.1.1.4.4. of this enclosure, above) of all resources expended in support of the Service Academy.

Attachments - 1

E2.A1. DD Form 2721, "Academy Resources Summary Report," Oct 94

E2.A1. ATTACHMENT 1 TO ENCLOSURE 2

DD FORM 2721, "ACADEMY RESOURCES SUMMARY REPORT," OCT 94

ACADEMY RESOURCES SUMMARY REPORT (Dollars in Thousands)								REPORT CONTROL SYMBOL		
1. SERVICE <b>S</b> Army (USMA)  COST CATEGORY (1)	2. FOR FY 1993		3. PROGRAM (Actual Date, Current FY or Budget FY) Current					4. DATE OF REPORT (YYMMDD) 941013		
	ACTIVE OPERATION AND MAINTENANCE (O&M) APPROPRIATION			ACTIVE MILITARY PAY APPROPRIATION			RESERVE MILITARY PAY - STAFF SUPPORT (9)	RESERVE O&M APPROPRIATION (10)	PROCUREMENT APPROPRIATION (11)	
	CIVILIAN LABOR (2)	NON-LABOR (3)	STAFF TRAVEL (4)	CADETS/MIDSHIPMEN TRAVEL (5)	STAFF SUPPORT (6)	CADETS/MIDSHIPMEN (7)	OTHER EXPENSES (8)			
5. ACADEMY INSTRUCTIONAL ACTIVITIES										
a. ACADEMICS (Dean and Staff)	9,590	2,389	434	37	32,869	-	-	-	-	-
b. AUDIO/VISUAL SUPPORT	2,328	1,525	62	-	538	-	-	-	-	-
c. ACADEMIC COMPUTER SUPPORT	1,325	3,151	33	-	754	-	-	-	-	-
d. FACULTY TRAINING	-	5,080	28	-	1,844	-	-	-	-	-
e. MILITARY TRAINING	1,718	8,086	127	227	6,983	-	48	-	-	-
f. PHYSICAL EDUCATION	2,990	2,404	84	343	2,048	-	-	-	-	-
g. LIBRARY	1,665	853	28	-	-	-	-	-	-	-
6. STUDENT RELATED ACTIVITIES										
a. CADETS/MIDSHIPMEN MESS	4,304	4,514	2	-	125	-	-	-	-	-
b. STUDENT SERVICES SUPPORT	3,126	807	7	-	312	-	-	-	-	-
c. REGISTRAR/ADVERTISING	1,982	1,918	72	-	1,563	-	-	58	18	-
d. STUDENT PAY AND ALLOWANCES	-	-	-	-	-	37,273	-	-	-	-
7. INSTITUTIONAL SUPPORT ACTIVITIES										
a. MEDICAL SUPPORT (Operation and Maintenance costs reflect Defense Health Program funding)	4,433	1,042	68	-	-	-	-	-	-	-
b. BAND	-	45	27	-	1,693	-	-	-	-	-
c. ADMINISTRATIVE DATA PROCESSING	409	753	11	-	176	-	-	-	-	-
d. PRINTING PLANT SUPPORT	-	983	-	-	-	-	-	-	-	-

ACADEMY RESOURCES SUMMARY REPORT <i>(Dollars in Thousands)</i>								DATE OF REPORT (YYMMDD) 941013		
COST CATEGORY (1)	ACTIVE OPERATION AND MAINTENANCE (O&M) APPROPRIATION				ACTIVE MILITARY PAY APPROPRIATION			RESERVE MILITARY PAY - STAFF SUPPORT (9)	RESERVE O&M APPRO- PRIATION (10)	PROCURE- MENT APPRO- PRIATION (11)
	CIVILIAN LABOR (2)	NON-LABOR (3)	STAFF TRAVEL (4)	CADETS/MDS TRAVEL (5)	STAFF SUPPORT (6)	CADETS/ MIDSHIPMEN (7)	OTHER EXPENSES (8)			
<b>7. INSTITUTIONAL SUPPORT ACTIVITIES (Continued)</b>										
e. CIVILIAN PERSONNEL/ PERSONNEL ADMINISTRATION	3,086	533	39	-	746	-	-	-	-	-
f. SPECIAL AND OTHER PERSONNEL SERVICES	5,417	1,271	129	-	694	-	-	-	-	-
g. COMMUNICATIONS	1,748	2,416	37	-	438	-	-	-	-	-
h. TRANSPORTATION, OPERATIONS, AND EQUIPMENT MAINTENANCE	1,425	1,259	21	-	-	-	-	-	-	-
i. COMMISSARY AND FOOD SUPPLIES	1,832	222	3	-	-	-	-	-	-	-
j. SUPPLY AND SERVICES OPERATIONS	3,414	59	17	-	58	-	-	-	-	-
k. LOGISTICS ACTIVITIES	942	863	11	-	193	-	-	-	-	-
l. COMPTROLLER (A&F Support)	1,994	1,821	39	-	187	-	-	-	-	-
m. SECURITY ACTIVITIES	202	1,750	93	-	2,558	-	-	-	-	-
n. PREPARATORY SCHOOL	684	62	5	12	1,787	3,852	3	-	-	-
o. MILITARY SUPPORT UNIT	57	1,267	2	-	1,159	-	-	-	-	-
p. MUSEUM	618	313	4	-	-	-	-	-	-	-
q. PUBLIC AFFAIRS ACTIVITIES	565	360	8	-	247	-	-	-	-	-
r. COMMAND AND STAFF	958	460	33	-	1,755	-	-	-	-	-
s. ALL OTHER FUNCTIONS	-	-	-	-	-	-	-	-	-	-
t. OTHER INSTALLATION ANNEXES	1,542	379	37	-	459	-	-	-	-	-

ACADEMY RESOURCES SUMMARY REPORT <i>(Dollars in Thousands)</i>								DATE OF REPORT (YYMMDD) 941013		
COST CATEGORY (1)	ACTIVE OPERATION AND MAINTENANCE (O&M) APPROPRIATION				ACTIVE MILITARY PAY APPROPRIATION			RESERVE MILITARY PAY - STAFF SUPPORT (9)	RESERVE O&M APPRO- PRIATION (10)	PROCURE- MENT APPRO- PRIATION (11)
	CIVILIAN LABOR (2)	NON-LABOR (3)	STAFF TRAVEL (4)	CADETS/MIDS TRAVEL (5)	STAFF SUPPORT (6)	CADETS/ MIDSHIPMEN (7)	OTHER EXPENSES (8)			
8. REAL PROPERTY MAINTENANCE										
a. UTILITY SERVICES	4,437	3,839	32	-	-	-	-	-	-	-
b. CUSTODIAL SERVICES	3,223	157	17	-	-	-	-	-	-	-
c. FIRE PROTECTION	1,374	438	21	-	-	-	-	-	-	-
d. MAINTENANCE AND ENGINEERING	13,728	21,803	59	-	1,937	-	-	-	-	-
9. SERVICE ACADEMY TOTALS	80,396	78,782	1,590	772	69,725	11,125	51	58	18	1,159
10. REMARKS								Grand Total: \$273,586		
<p>1. All figures reflect exclusions.</p> <p style="text-align: center; font-size: 48px; letter-spacing: 10px;">P L E</p>										

E3. ENCLOSURE 3

COMPLETION INSTRUCTIONS FOR DD FORM 2722, "ACADEMY PROGRAM  
CAPITALIZED INVESTMENTS REPORT"

E3.1.1. Each Military Department shall display for its Service Academy, the total amount attributable to a capitalized investment category for the 4 years requested.

E3.1.1.1. Purchased Items Greater Than 25,000 Dollars. Display the total cost for all purchases 25,000 dollars used in support of academy programs defrayed under the budget heading Procurement Appropriations.

E3.1.1.2. Computers (Automation). Display the total amount of all computer hardware (mass storage units, Central Processing Units) and/or computer software (management information systems, models, etc.) that cost 25,000 dollars or more defrayed under the budget heading Procurement Appropriations.

E3.1.1.3. Minor Construction. Display by item the total amount for each minor construction project costing less than 300,000 dollars.

E3.1.1.4. Real Property Maintenance. Display by item the total amount for each real property maintenance project costing 300,000 dollars or more.

E3.1.1.5. Military Construction and/or Military Family Housing. Display by item the total for each construction project costing 300,000 dollars or more (MILCON) and 15,000 dollars or more (Family Housing).

E3.1.1.6. Investment Totals. Display the total amount for all Capitalized Investment expenditures (items E3.1.1.1. through E3.1.1.5., of this enclosure, above).

Attachments - 1

E3.A1. DD Form 2722, "Academy Program Capitalized Investments Report," Oct 94



E3.A1. ATTACHMENT 1 TO ENCLOSURE 3

DD FORM 2722, "ACADEMY RESOURCES SUMMARY REPORT," OCT 94

ACADEMY CAPITALIZED INVESTMENTS REPORT <i>(Dollars in Thousands)</i>				REPORT CONTROL SYMBOL
1. SERVICE <b>S</b> Army (USMA)		2. PROGRAM (Academy or Preparatory) Academy		3. DATE OF REPORT (YYMMDD) 941013
COST CATEGORY (1)	FY 1993 ACTUAL (2)	FY _____ CURRENT ESTIMATE (3)	FY _____ PRESIDENT'S BUDGET (4)	FY _____ PRESIDENT'S BUDGET (5)
4. PURCHASED ITEMS > \$25K <b>A</b>	68			
5. COMPUTER/SYSTEMS > \$25K				
6. MINOR CONSTRUCTION < \$300K <b>M</b>	275			
7. REAL PROPERTY MAINTENANCE > \$300K <b>M</b>	435			
8. MILITARY CONSTRUCTION AND/OR FAMILY HOUSING PROJECTS (List)				
Marshall Hall (Lab)	12,567	<b>P</b>		
			<b>L</b>	
9. INVESTMENT TOTALS	13,482			
10. REMARKS				<b>E</b>

DD FORM 2722, OCT 94

E4. ENCLOSURE 4

COMPLETION INSTRUCTIONS FOR DD FORM 2723, "ACADEMY MANPOWER  
RESOURCES REPORT"

E4.1.1. Each Military Department shall display all military (to include Reserve and Guard manpower) and civilian personnel both full- and part-time involved with the operation of the Service Academy and Academy Preparatory School. Each Service and/or Reserve component should reflect end-strengths, work-years, and military pay to include the cost of retirement accrual. Military pay should be shown in thousands of dollars reflecting a composite rate for enlisted and officer pay based on an average work-year. When accounting for civilian personnel costs, use only a composite rate that is reflective of standard compensation for an average work-year.

E4.1.1.1. Academy-Related Activities. All personnel and costs for both military and civilians who directly perform academy staff, faculty, and/or counselor activities.

E4.1.1.1.1. Officers (Active). Display military end-strengths, work-years, and compensation associated with all active duty officers assigned administrative, faculty or instructional duties, or similar activities that involve the teaching or training of cadets and/or midshipmen. This would include those officers performing a variety of staff functions in direct support of academy programs (e.g., staffing, faculty training, deans, department heads, admissions). Do not include officer personnel assigned to the general staff (i.e., within Deputy Chief of Staff, Personnel (DCSPER)) or similar activities whose primary function is developing policy guidance.

E4.1.1.1.2. Officers (Reserve paid from National Guard or Reserve Personnel Appropriations). Display military end-strengths, work-years, and compensation associated with all Reserve component officers assigned administrative, faculty or instructional duties, or similar activities that involve the teaching or training of cadets and/or midshipmen. This would include those officers performing a variety of staff functions in direct support of academy programs (e.g., staffing, faculty training, deans, department heads, admissions). Do not include officer personnel assigned to the general staff (i.e., within DCSPER), host/tenant personnel not associated with the academy, or similar activities whose primary function is developing policy guidance.

E4.1.1.1.3. Enlisted (Active). Display military end-strengths, work-years, and compensation associated with all enlisted assigned to administration or similar activities responsible for the teaching and training of cadets and/or midshipmen. This

would include enlisted personnel performing administrative as well as supporting staff functions (e.g., clerical, admissions, mail handling, issuance of orders).

E4.1.1.1.4. Enlisted (Reserve paid from National Guard or Reserve personnel appropriations). Display military end-strengths, work-years, and compensation associated with all Reserve enlisted personnel assigned to administration or similar activities responsible for the teaching and training of cadets and/or midshipmen. This would include enlisted personnel performing administrative as well as supporting staff functions (e.g., clerical, admissions, mail handling, issuance of orders).

E4.1.1.1.5. Civilians. Display civilian end-strengths, work-years, and compensation associated with all civilian personnel assigned to administrative, faculty, or instructional duties, or similar activities that involve the teaching and training of cadets and/or midshipmen. Further, include secretarial support and any civilians performing clerical and/or administrative duties in direct support of academy-related activities. Do not include civilian personnel (outside the Service Academy) assigned to general staff or similar activities whose primary function is developing policy guidance.

E4.1.1.2. Student-Related Activities. All military and civilian personnel involved in providing direct operational support to academy cadets and/or midshipmen. This category would include officers involved in candidate screening and/or selection and personnel providing part-time instructional guidance, registrar functions, library functions, clerical assistance, etc. (i.e., all personnel involved with student-related activities).

E4.1.1.2.1. Officer (Active). Display total active officer end-strengths, work-years, and compensation costs for military personnel providing direct operational support for student-related activities.

E4.1.1.2.2. Officer (Reserve). Display total Reserve officer end-strengths, work-years, and compensation costs for military personnel providing direct operational support for student-related activities.

E4.1.1.2.3. Enlisted (Active). Display total active enlisted end-strengths, work-years, and compensation costs for military personnel providing direct operational support for student-related activities.

E4.1.1.2.4. Enlisted (Reserve). Display total active enlisted end-strengths, work-years, and compensation costs for military personnel providing direct operational support for student-related activities.

E4.1.1.2.5. Civilian. Display total personnel end-strengths, work-years, and compensation costs for civilians associated with providing direct operational support for student-related activities.

E4.1.1.3. Institutional Support Activities. Display totals for all military and civilian personnel involved in providing support of academy operations. This would include all military and Government civilian employees who work in activities that provide both direct and indirect support for cadets and/or midshipmen (i.e., medical, band, administration data processing, printing plant support, civilian personnel and/or personnel administration, special services and/or other personal services, communications, transportation operations and equipment maintenance, commissary and food services, supply and services operations, logistics activities, comptroller (accounting and finance) operations, security activities, preparatory school, military support units, museum, public affairs activities, command and staff, all other functions, and the Stewart Army Post).

E4.1.1.3.1. Officer (Active). Display total active officer end-strengths, work-years, and compensation costs for military personnel providing both direct and indirect operational support to the Service Academy.

E4.1.1.3.2. Officer (Reserve). Display total Reserve officer end-strengths, work-years, and compensation costs for military personnel providing both direct and indirect operational support to the Service Academy.

E4.1.1.3.3. Enlisted (Active). Display total active enlisted end-strengths, work-years, and compensation costs for military personnel providing both direct and indirect operational support to the Service Academy.

E4.1.1.3.4. Enlisted (Reserve). Display total Reserve enlisted end-strengths, work-years, and compensation costs for military personnel providing both direct and indirect operational support to the Service Academy.

E4.1.1.3.5. Civilian. Display total personnel end-strengths, work-years, and compensation costs for civilians associated with providing both direct and indirect operational support to the Service Academy.

#### E4.1.1.4. Manpower Totals

E4.1.1.4.1. Military Total. Display the sum of end-strengths, work-years, and compensation costs (items E4.1.1.1. through E4.1.1.4., E4.1.1.2.1., through E4.1.1.2.4., and E4.1.1.3.1. through E4.1.1.3.4. of this enclosure, above).

E4.1.1.4.2. Civilian Total. Display the sum of end-strengths, work-years, and compensation costs (items E4.1.1.1.5., E4.1.1.2.5., and E4.1.1.3.5. of this enclosure, above).

Attachments - 1

E4.A1. DD Form 2723, "Academy Manpower Resources Report," Oct 94

E4.A1. ATTACHMENT 1 TO ENCLOSURE 4

DD FORM 2723, "ACADEMY RESOURCES SUMMARY REPORT," OCT 94

ACADEMY MANPOWER RESOURCES REPORT										REPORT CONTROL SYMBOL		
1. SERVICE <b>S</b> ARMY (USMA)				2. PROGRAM (Academy or Preparatory) Academy						3. DATE OF REPORT (YYMMDD) 941013		
COST CATEGORY (1)	ACTUAL FY 1994			CURRENT ESTIMATE FY _____			PRESIDENT'S BUDGET FY _____			PRESIDENT'S BUDGET FY _____		
	END STRENGTH (2)	WORK YEARS (3)	\$ AMOUNT WITH RETIREMENT PAY (4)	END STRENGTH (5)	WORK YEARS (6)	\$ AMOUNT WITH RETIREMENT PAY (7)	END STRENGTH (8)	WORK YEARS (9)	\$ AMOUNT WITH RETIREMENT PAY (10)	END STRENGTH (11)	WORK YEARS (12)	\$ AMOUNT WITH RETIREMENT PAY (13)
<b>4. ACADEMY INSTRUCTIONAL ACTIVITIES</b>												
a. OFFICER (Active)	595	599	42,595									
b. OFFICER (Reserve)												
c. ENLISTED (Active)	90	91	3,441									
d. ENLISTED (Reserve)												
e. CIVILIAN	409	415	19,406									
<b>5. STUDENT RELATED ACTIVITIES</b>												
a. OFFICER (Active)	19	19	1,427									
b. OFFICER (Reserve)	1	1	58									
c. ENLISTED (Active)	14	13	573									
d. ENLISTED (Reserve)												
e. CIVILIAN	377	381	9,412									
<b>6. INSTITUTIONAL SUPPORT ACTIVITIES</b>												
a. OFFICER (Active)	192	193	10,618									
b. OFFICER (Reserve)												
c. ENLISTED (Active)	494	497	10,134									
d. ENLISTED (Reserve)												
e. CIVILIAN	893	897	28,726									
<b>7. MANPOWER TOTALS</b>												
a. MILITARY	1,405	1,413	67,846									
b. CIVILIAN	1,679	1,693	57,544									

DD FORM 2723, OCT 94

E5. ENCLOSURE 5

COMPLETION INSTRUCTIONS FOR DD FORM 2724, "ACADEMY CLASS  
DEMOGRAPHICS DATA"

E5.1.1. For each Service Academy, display total male and female average strengths for all cadets enrolled.

E5.1.1.1. Cadet and/or Midshipman Racial Categories. For each academy year group, display by race the number of male and female cadets and/or midshipmen for the 4 years listed (use beginning enrollment figures).

E5.1.1.1.1. American Indian and/or Alaskan Native. Display the total for male and female cadets and/or midshipmen enrolled under this racial and/or ethnic category.

E5.1.1.1.2. Asian America and/or Pacific Islander. Display the total for male and female cadets and/or midshipmen enrolled under this racial and/or ethnic category.

E5.1.1.1.3. Black. Display totals for male and female cadets and/or midshipmen enrolled under this racial and/or ethnic category.

E5.1.1.1.4. White. Display the totals for male and female cadets and/or midshipmen enrolled under this racial and/or ethnic category.

E5.1.1.1.5. Other. Display the totals for male and female cadets and/or midshipmen not enrolled under any of the racial categories listed above.

E5.1.1.1.6. Subtotals. Display the sum of male and female total enrollments (subparagraphs E5.1.1.1.1. through E5.1.1.1.5. of this enclosure, above).

E5.1.1.2. Cadet and/or Midshipman Ethnicity. For each academy year group, display whether or not the cadet and/or midshipman is enrolled as Hispanic ethnicity.

E5.1.1.2.1. Hispanic. Display the totals for male and female cadets and/or midshipmen enrolled as Hispanic ethnicity.

E5.1.1.2.2. Non-Hispanic. Display the totals for male and female cadets and/or midshipmen not enrolled as Hispanic ethnicity.

E5.1.1.3. Cadet and/or Midshipman Studies Major. For each of the Service Academies, display by major field of study the number of male and female cadets and/or midshipmen enrolled (use beginning enrollment figures)

E5.1.1.3.1. Engineering. Display the totals for male and female cadets and/or midshipmen who listed this field as their major course of study.

E5.1.1.3.2. Physical Sciences. Display the totals for male and female cadets and/or midshipmen who listed this field as their major course of study.

E5.1.1.3.3. Biological Sciences. Display the totals for male and female cadets and/or midshipmen who listed this field as their major course of study.

E5.1.1.3.4. Social Sciences and/or Humanities. Display the totals for male and female cadets and/or midshipmen who listed this field as their major course of study.

E5.1.1.3.5. Business. Display the totals for male and female cadets and/or midshipmen who listed this field as their major course of study.

E5.1.1.3.6. Other. Display the totals for male and female cadets and/or midshipmen who fall into this category (i.e, not counted above) as their major course of study.

E5.1.1.3.7. Subtotals. Display the sum of male and female enrollment strengths (subparagraphs E5.1.1.3.1. through E5.1.1.3.6. of this enclosure, above).

Attachments - 1

E5.A1. DD Form 2724, "Academy Class Demographics Data," Oct 94



E5.A1. ATTACHMENT 1 TO ENCLOSURE 5

DD FORM 2724, "ACADEMY CLASS DEMOGRAPHICS DATA," OCT 94

ACADEMY CLASS DEMOGRAPHICS DATA							REPORT CONTROL SYMBOL	
1. SERVICE						2. DATE OF REPORT (YYMMDD)		
Army (USMA)						941013		
STUDENT CATEGORY (1)	AVERAGE STRENGTHS							
	FOURTH CLASS (CY + 3) (2)		THIRD CLASS (CY + 2) (3)		SECOND CLASS (CY + 1) (4)		FIRST CLASS (CY) (5)	
	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE
3. CADETS/MIDSHIPMEN RACE								
a. AMERICAN INDIAN/ALASKAN NATIVE	27	5	33	6	29	4	31	4
b. ASIAN AMERICAN/PACIFIC ISLANDER	61	13	63	12	71	12	55	11
c. BLACK	84	21	82	16	87	15	79	13
d. WHITE	695	145	665	139	641	133	617	128
e. OTHER AND/OR UNKNOWN	1	0	0	0	2	0	0	0
f. SUBTOTALS	868	184	843	173	828	164	784	156
4. CADETS/MIDSHIPMEN ETHNICITY								
a. HISPANIC	69	12	58	15	49	11	47	14
b. NON-HISPANIC	799	172	785	158	779	153	737	152
5. CADETS/MIDSHIPMEN MAJORS								
a. ENGINEERING	146	21	172	18	163	17	162	25
b. PHYSICAL SCIENCES	191	37	180	32	208	31	212	21
c. BIOLOGICAL SCIENCES	231	41	233	43	177	45	191	48
d. SOCIAL SCIENCES/HUMANITIES	163	55	177	50	179	53	153	40
e. BUSINESS	94	23	65	21	81	6	28	7
f. OTHER	43	7	26	9	20	12	38	15
g. SUBTOTALS	868	184	843	173	828	164	784	156

DD FORM 2724, OCT 94

E6. ENCLOSURE 6

DD FORM 2725, "ACADEMY COMMISSIONING DATA," OCT 94

E6.1.1. For each Service Academy, display totals for male and female cadets and/or midshipmen commissioned by category.

E6.1.1.1. Cadet and/or Midshipman Race. For the previous FY (actual) and present FY (current), display by race the numbers of male and female cadets and/or midshipmen commissioned.

E6.1.1.1.1. American Indian and/or Alaskan Native. Display the total number of cadets and/or midshipmen commissioned under this racial category.

E6.1.1.1.2. Asian American and/or Pacific Islander. Display the total number of cadets and/or midshipmen commissioned under this racial category.

E6.1.1.1.3. Black. Display the total number of cadets and/or midshipmen commissioned under this racial category.

E6.1.1.1.4. White. Display the total number of cadets and/or midshipmen commissioned under this racial category.

E6.1.1.1.5. Other. Display the total number of cadets and/or midshipmen commissioned who were not accounted for in one of the above racial categories.

E6.1.1.1.6. Subtotals. Display the sum of male and female cadets and/or midshipmen commissioned (subparagraphs E6.1.1.1. through E6.1.1.1.5. of this enclosure, above).

E6.1.1.2. Cadet and/or Midshipman Ethnicity. For the previous FY (actual) and the present FY (current), display whether or not the number of cadets and/or midshipmen commissioned were of Hispanic ethnicity.

E6.1.1.2.1. Hispanic. Display totals for cadets and or midshipmen commissioned who were of Hispanic ethnicity.

E6.1.1.2.2. Non-Hispanic. Display totals for the cadets and/or midshipmen commissioned who were not of Hispanic ethnicity.

E6.1.1.3. Cadet and/or Midshipmen Studies Major. For the previous FY (actual) and the present FY (current), display by major field of study the number of male and female cadets and/or midshipmen commissioned.

E6.1.1.3.1. Engineering. Display the total number of cadets and/or midshipmen commissioned who listed this field as their major course of study.

E6.1.1.3.2. Physical Sciences. Display the total number of cadets and/or midshipmen commissioned who listed this field as their major course of study.

E6.1.1.3.3. Biological Sciences. Display the total number of cadets and/or midshipmen commissioned who listed this field as their major course of study.

E6.1.1.3.4. Social Sciences and/or Humanities. Display the total number of cadets commissioned who listed this field as their major course of study.

E6.1.1.3.5. Business. Display the total number of cadets and/or midshipmen commissioned who listed this field as their major course of study.

E6.1.1.3.6. Other. Display the total number of cadets and/or midshipmen commissioned who fall into this category (i.e, not counted in subparagraphs E6.1.1.3.1. through E6.1.1.3.5., above) as their major course of study.

E6.1.1.3.7. Subtotals. Display the sum of male and female cadets and/or midshipmen commissioned (subparagraphs E6.1.1.3.1. through E6.1.1.3.6. of this enclosure, above).

Attachments - 1

E6.A1. DD Form 2725, "Academy Commissioning Data," Oct 94

E6.A1. ATTACHMENT 1 TO ENCLOSURE 6

DD FORM 2725, "ACADEMY COMMISSIONING DATA," OCT 94

ACADEMY COMMISSIONING DATA							REPORT CONTROL SYMBOL	
1. SERVICE							2. DATE OF REPORT (YYMMDD)	
Army (USMA)							941013	
STUDENT CATEGORY (1)	REPORTING SERVICE OFFICER COMMISSIONS (2)				OTHER OFFICER COMMISSIONS (3)			
	ACTUAL FY (a)		CURRENT FY (b)		ACTUAL FY (a)		CURRENT FY (b)	
	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE
3. CADETS/MIDSHIPMEN RACE								
a. AMERICAN INDIAN/ALASKAN NATIVE	5	2						
b. ASIAN AMERICAN/PACIFIC ISLANDER	7	7						
c. BLACK	8	3						
d. WHITE	728	153						
e. OTHER AND/OR UNKNOWN	1	0						
f. SUBTOTALS	827	165						
4. CADETS/MIDSHIPMEN ETHNICITY								
a. HISPANIC	81	7						
b. NON-HISPANIC	746	158						
5. CADETS/MIDSHIPMEN MAJORS								
a. ENGINEERING	151	21						
b. PHYSICAL SCIENCES	205	30						
c. BIOLOGICAL SCIENCES	124	31						
d. SOCIAL SCIENCES/HUMANITIES	226	53						
e. BUSINESS	79	19						
f. OTHER	42	11						
g. SUBTOTALS	827	165						

DD FORM 2725, OCT 94

E7. ENCLOSURE 7

COMPLETION INSTRUCTIONS FOR DD FORM 2726, "ACADEMY  
ADMINISTRATION/STAFF DEMOGRAPHIC DATA"

E7.1.1. For each Service Academy, display totals by race designation and ethnic grouping for all active duty officers (to include Reserve officers paid from active military personnel appropriations) Active/Guard/Reserve (AGR) officers (paid from Reserve military personnel appropriations), enlisted, and civilians assigned to the division, Academy Instructional Activities.

E7.1.1.1. Academics (Dean & Staff) and Faculty (Training, Physical Education and Military) Race Designations. For each academy year group, display by race designation the number of male and female staff members for the 2 years listed (if necessary, use beginning enrollment figures).

E7.1.1.1.1. American Indian and/or Alaskan Native. Display totals for male and female staff members identified with this racial designation.

E7.1.1.1.2. Asian American and/or Pacific Islander. Display totals for male and female staff members identified with this racial designation.

E7.1.1.1.3. Black. Display totals for male and female staff members identified with this racial designation.

E7.1.1.1.4. White. Display totals for male and female staff members identified with this racial designation.

E7.1.1.1.5. Other. Display totals for male and female staff members identified with this racial designation.

E7.1.1.1.6. Subtotals. Display the sum of male and female staff members (subparagraphs E7.1.1.1. through E7.1.1.5. of this enclosure, above).

E7.1.1.2. Academics (Dean and Staff) and Faculty (Training, Physical Education, and Military) Ethnicity. For each academy year group, display for male and female staff members the total identified with Hispanic ethnicity.

E7.1.1.2.1. Hispanic. Display totals for the male and female members identifying with Hispanic ethnicity.

E7.1.1.2.2. Non-Hispanic. Display totals for male and female staff members not identified with Hispanic ethnicity.

E7.1.1.3. Library, Audio/Visual and Computer Support Race Designations. For each academy year group, display by race designation the number of male and female staff members for the two years listed (if necessary, use beginning enrollment figures).

E7.1.1.3.1. American Indian and/or Alaskan Native. Display totals for male and female staff members identified with this racial designation.

E7.1.1.3.2. Asian American and/or Pacific Islander. Display totals for male and female staff members identified with this racial designation.

E7.1.1.3.3. Black. Display totals for male and female staff members identified with this racial designation.

E7.1.1.3.4. White. Display totals for male and female staff members identified with this racial designation.

E7.1.1.3.5. Other. Display totals for male and female staff members identified with this racial designation.

E7.1.1.3.6. Subtotals. Display the sum of male and female staff members (subparagraphs E7.1.1.1. through E7.1.1.5. of this enclosure, above).

E7.1.1.4. Library, Audio/Visual and Computer Support Ethnicity. For each academy year group, display for male and female staff members the total identified with Hispanic ethnicity.

E7.1.1.4.1. Hispanic. Display totals for male and female staff members identifying with Hispanic ethnicity.

E7.1.1.4.2. Non-Hispanic. Display totals for male and female staff members not identified with Hispanic ethnicity.

Attachments - 1

E7.A1. DD Form 2726, "Academy Administration/Staff Demographic Data," Oct 94

E7.A1. ATTACHMENT 1 TO ENCLOSURE 7

DD FORM 2726, "ACADEMY ADMINISTRATION/STAFF DEMOGRAPHIC DATA,"  
OCT 94

ACADEMY ADMINISTRATION/FACULTY DEMOGRAPHIC DATA										REPORT CONTROL SYMBOL						
<b>S</b> 1. SERVICE ARMY (USMA)										DD-P&R-(A) 1912						
										2. DATE OF REPORT (YYMMDD)						
										941013						
ACADEMY INSTRUCTIONAL ACTIVITIES (1)	PREVIOUS FISCAL YEAR (Actual) 1993 (2)								CURRENT FISCAL YEAR (3)							
	ACTIVE OFFICERS (a)		RESERVE OFFICERS (b)		ENLISTED (c)		CIVILIAN (d)		ACTIVE OFFICERS (a)		RESERVE OFFICERS (b)		ENLISTED (c)		CIVILIAN (d)	
	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE
3. RACE: ACADEMICS, FACULTY AND MILITARY TRAINING																
a. AMERICAN INDIAN/ALASKAN NATIVE	7	1	0	0	8	2	9	2								
b. ASIAN AMERICAN/PACIFIC ISLANDER	9	3	0	0	11	7	2	0								
c. BLACK	23	17	0	0	48	13	43	27								
d. WHITE	184	47	2	0	87	87	119	77								
e. OTHER AND/OR UNKNOWN	2	0	0	0	2	0	0	1								
f. SUBTOTALS	225	68	2	0	256	109	173	107								
4. ETHNICITY: ACADEMICS, FACULTY AND MILITARY TRAINING																
a. HISPANIC	19	3	0	0	23	8	13	5								
b. NON-HISPANIC	206	65	2	0	233	101	160	102								
6. RACE: LIBRARY, AUDIO/VISUAL AND COMPUTER SUPPORT																
a. AMERICAN INDIAN/ALASKAN NATIVE	0	0	0	0	1	0	5	3								
b. ASIAN AMERICAN/PACIFIC ISLANDER	0	0	0	0	0	0	4	1								
c. BLACK	5	2	0	0	3	2	27	11								
d. WHITE	13	8	0	0	11	5	57	24								
e. OTHER AND/OR UNKNOWN	0	0	0	0	0	0	2	1								
f. SUBTOTALS	18	10	0	0	15	7	95	40								
8. ETHNICITY: LIBRARY, AUDIO/VISUAL AND COMPUTER SUPPORT																
a. HISPANIC	2	0	0	0	1	0	7	2								
b. NON-HISPANIC	16	10	0	0	14	7	88	38								

DD FORM 2726, OCT 94

E8. ENCLOSURE 8

COMPLETION INSTRUCTIONS FOR DD FORM 2727, "ACADEMY PREPARATORY SCHOOL ENROLLMENT DATA"

E8.1.1. Each Military Department supporting an Academy Preparatory School shall display male and female enrollments by race designations and ethnicity categories. Additionally, Academy Preparatory Schools shall be accounted for with completion of "Academy Resources Summary Report" (enclosure 2), and "Academy Manpower Resources Report" (enclosure 4). For race and ethnicity definitions, see OMB Directive No. 15, reference (d).

E8.1.1.1. Student Race. For the previous FY (actual) and present FY (current), display by racial category the numbers of male and female enrollments considered for a particular pre-commissioning program.

E8.1.1.1.1. American Indian and/or Alaskan Native. Display the total number of enrollments under this racial group.

E8.1.1.1.2. Asian American and/or Pacific Islander. Display the total number of enrollments under this racial group.

E8.1.1.1.3. Black. Display the total number of enrollments under this racial group.

E8.1.1.1.4. White. Display the total number of enrollments under this racial group.

E8.1.1.1.5. Other. Display the total number of enrollments who are not accounted for in any of the above racial categories (subparagraphs E8.1.1.1. through E8.1.1.1.4. of this enclosure, above).

E8.1.1.1.6. Subtotals. Display total enrollments by gender targeted for each officer educational program (subparagraphs E8.1.1.1. through E8.1.1.1.5. of this enclosure, above).

E8.1.1.2. Student Ethnicity. For the previous FY (actual) and present FY (current), display whether or not the number of students enrolled are of Hispanic ethnicity.



E8.1.1.2.1. Hispanic. Display totals for the number of students enrolled as Hispanic ethnicity.

E8.1.1.2.2. Non-Hispanic. Display totals for the number of students not enrolled as Hispanic ethnicity.

Attachments - 1

E8.A1. DD Form 2727, "Academy Preparatory School Enrollment Data," Oct 94

E8.A1. ATTACHMENT 1 TO ENCLOSURE 8

DD FORM 2727, "ACADEMY PREPARATORY SCHOOL ENROLLMENT DATA,"  
OCT 94

ACADEMY PREPARATORY SCHOOL ADMINISTRATION/FACULTY DEMOGRAPHIC DATA										REPORT CONTROL SYMBOL						
1. SERVICE										DD-P&R-(A)1912						
Army										2. DATE OF REPORT (YYMMDD)						
										941013						
ADMINISTRATION/FACULTY CATEGORY (1)	PREVIOUS FISCAL YEAR (Actual) 1993 (2)								CURRENT FISCAL YEAR (3)							
	ACTIVE OFFICERS (a)		RESERVE OFFICERS (b)		ENLISTED (c)		CIVILIAN (d)		ACTIVE OFFICERS (a)		RESERVE OFFICERS (b)		ENLISTED (c)		CIVILIAN (d)	
	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE
3. ADMINISTRATION RACE																
a. AMERICAN INDIAN/ALASKAN NATIVE	1	0	0	0	0	0	0	0								
b. ASIAN AMERICAN/PACIFIC ISLANDER	2	0	0	0	0	0	1	0								
c. BLACK	2	2	0	0	1	0	2	0								
d. WHITE	6	1	1	0	3	0	5	0								
e. OTHER AND/OR UNKNOWN	0	0	0	0	0	0	0	0								
f. SUBTOTALS	11	3	1	0	4	0	8	0								
4. ADMINISTRATION ETHNICITY																
a. HISPANIC	2	0	0	0	0	0	0	0								
b. NON-HISPANIC	9	3	1	0	4	0	8	0								
5. FACULTY/STAFF RACE																
a. AMERICAN INDIAN/ALASKAN NATIVE	1	0	0	0	0	0	1	0								
b. ASIAN AMERICAN/PACIFIC ISLANDER	1	0	0	0	0	0	0	0								
c. BLACK	4	1	0	0	0	0	3	0								
d. WHITE	18	3	0	0	0	0	11	2								
e. OTHER AND/OR UNKNOWN	1	0	0	0	0	0	0	0								
f. SUBTOTALS	25	4	0	0	0	0	15	2								
6. ACADEMY FACULTY/STAFF ETHNICITY																
a. HISPANIC	3	0	0	0	0	0	2	0								
b. NON-HISPANIC	22	4	0	0	0	0	13	2								

DD FORM 2728, OCT 94

E9. ENCLOSURE 9

COMPLETION INSTRUCTIONS FOR DD FORM 2728

E9.1.1. For each Service Preparatory School, display totals by race designation and ethnic grouping for all active duty officers (to include Reserve officers paid from active military personnel appropriations), Active/Guard/Reserve (AGR) officers (paid from Reserve military personnel appropriations), enlisted, and civilians.

E9.1.1.1. Administration Race Designations. For each preparatory school year group, display male and female administration personnel by race designation for the 2 years listed (if necessary, use beginning enrollment figures).

E9.1.1.1.1. American Indian and/or Alaskan Native. Display totals for male and female administration personnel members identified with this racial designation.

E9.1.1.1.2. Asian American and/or Pacific Islander. Display totals for male and female administration personnel identified with this racial designation.

E9.1.1.1.3. Black. Display totals for male and female administration personnel identified with this racial designation.

E9.1.1.1.4. White. Display totals for male and female administration personnel identified with this racial designation.

E9.1.1.1.5. Other. Display totals for male and female administration personnel not identified with any racial designation listed above.

E9.1.1.1.6. Subtotals. Display the sum of male and female administration personnel (subparagraphs E9.1.1.1. through E9.1.1.5. of this enclosure, above).

E9.1.1.2. Administration Personnel Ethnicity. For each preparatory school year group, display for male and female staff members the total identified with Hispanic ethnicity.

E9.1.1.2.1. Hispanic. Display totals for the male and female administration personnel identifying with Hispanic ethnicity.

E9.1.1.2.2. Non-Hispanic. Display totals for male and female staff administration personnel not identified with Hispanic ethnicity.

E9.1.1.3. Faculty and/or Staff Race Designations. For each preparatory school year group, display by race designation the number of male and female faculty/staff members for the two years listed (if necessary, use beginning enrollment figures).

E9.1.1.3.1. American Indian and/or Alaskan Native. Display totals for male and female staff members identified with this racial designation.

E9.1.1.3.2. Asian American and/or Pacific Islander. Display totals for male and female staff members identified with this racial designation.

E9.1.1.3.3. Black. Display totals for male and female staff members identified with this racial designation.

E9.1.1.3.4. White. Display totals for male and female staff members identified with this racial designation.

E9.1.1.3.5. Other. Display totals for male and female staff members not identified with any racial designation listed above.

E9.1.1.3.6. Subtotals. Display the sum of male and female staff members (subparagraphs E9.1.1.3.1. through E9.1.1.3.5. of this enclosure, above).

E9.1.1.4. Faculty and/or Staff Ethnicity. For each preparatory school year group, display for male and female staff members the total identified with Hispanic ethnicity.

E9.1.1.4.1. Hispanic. Display totals for the male and female members identified with Hispanic ethnicity.


E9.1.1.4.2. Non-Hispanic. Display totals for male and female staff members not identified with Hispanic ethnicity.

Attachments - 1

E9.A1. DD Form 2728, "Academy Preparatory School Administration/Staff Demographic Data," Oct 94

E9.A1. ATTACHMENT 1 TO ENCLOSURE 9

DD FORM 2728, "ACADEMY PREPARATORY SCHOOL ADMINISTRATION/STAFF DEMOGRAPHIC DATA," OCT 94

ACADEMY PREPARATORY SCHOOL ENROLLMENT DATA										REPORT CONTROL SYMBOL							
										DD-P&R-(A)1912							
										1. SERVICE							
Army										941013							
STUDENT CATEGORY (1)	PREVIOUS FISCAL YEAR (Actual) 1993 (2)								CURRENT FISCAL YEAR (3)								
	ACADEMY (a)		ROTC (b)		RETURNED TO SERVICE (c)		OTHER (d)		ACADEMY (a)		ROTC (b)		RETURNED TO SERVICE (c)		OTHER (d)		
	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	
3. CADETS/MIDSHIPMEN RACE																	
a. AMERICAN INDIAN/ ALASKAN NATIVE	3	1	2	0	0	0	0	0	0								
b. ASIAN AMERICAN/ PACIFIC ISLANDER	5	0	1	0	0	0	0	0	0								
c. BLACK	25	2	1	1	0	0	0	0	0								
d. WHITE	118	14	5	1	2	1	1	1	0								
e. OTHER AND/OR UNKNOWN	1	0	0	0	0	0	0	0	0								
f. SUBTOTALS	152	17	9	2	2	1	1	1	0								
4. CADETS/MIDSHIPMEN ETHNICITY																	
a. HISPANIC	11	2	1	0	0	0	0	0	0								
b. NON-HISPANIC	141	15	8	2	2	1	1	1	0								

DD FORM 2727, OCT 94