



Department of Defense INSTRUCTION

NUMBER 4165.03
August 24, 2012

USD(AT&L)

SUBJECT: DoD Real Property Categorization

- References:
- (a) DoD Directive 5134.01, "Under Secretary of Defense for Acquisition, Technology, and Logistics (USD(AT&L)), December 9, 2005, as amended
 - (b) DoD Instruction 4165.3, "Department of Defense Facility Classes and Construction Categories," October 24, 1978, as amended (hereby cancelled)
 - (c) DoD Instruction 5105.18, "DoD Intergovernmental and Intragovernmental Committee Management Program," July 10, 2009
 - (d) DoD Instruction 5025.01, "DoD Directives Program," October 28, 2007, as amended
 - (e) Joint Publication 1-02, "Department of Defense Dictionary of Military and Associated Terms," current edition

1. PURPOSE. This Instruction:

a. In accordance with the authority in Reference (a), reissues Reference (b) to establish policy, assign responsibilities, and prescribe procedures for structured categorization of real property assets.

b. Establishes the DoD Real Property Categorization System (RPCS) for the categorization of real property and the Real Property Categorization Panel (RPCP), in accordance with Reference (c), as the group responsible for the development and maintenance of the RPCS and the assignment of categories to real property inventories.

2. APPLICABILITY. This Instruction:

a. Applies to OSD, the Military Departments, the Office of the Chairman of the Joint Chiefs of Staff and the Joint Staff, the Combatant Commands, the Office of the Inspector General of the Department of Defense, the Defense Agencies, the DoD Field Activities, and all other organizational entities within the DoD (hereinafter referred to collectively as the "DoD Components").

b. Shall be applied to planning and programming, budgeting, accounting, record keeping, and reporting in the areas of construction, inventory, and sustainment (as feasible) of real property.

c. Shall not be applied to civil works (e.g., rivers, harbors, flood control projects) of the Department of the Army, nor to emergency construction accomplished by Military Departments in direct support of combat operations.

3. DEFINITIONS. See Glossary.

4. POLICY. It is DoD policy that:

a. All real property under the command or control of DoD shall be categorized within the framework of the RPCS.

b. The facility analysis categories (FACs) within the RPCS shall be the basis for unit costs used to calculate plant replacement value (PRV) and other inventory-based cost estimates.

c. The RPCS shall contain the smallest number of FACs and facility category codes (CATCODEs) necessary to adequately describe DoD's real property inventory.

5. RESPONSIBILITIES

a. Deputy Under Secretary of Defense for Installations and Environment (DUSD(I&E)). The DUSD(I&E), under the authority, direction, and control of the Under Secretary of Defense for Acquisition, Technology, and Logistics, shall:

(1) Serve as the focal point for all matters related to the categorization of real property used by the DoD.

(2) Establish the RPCP, appoint its Chair, and enforce the governance set forth in section 1 of the Enclosure.

(3) Develop guidance for the maintenance and modification of the RPCS.

b. Secretaries of the Military Departments and Director, Washington Headquarters Services (WHS). The Secretaries of the Military Departments and Director, WHS, shall:

(1) Create sufficient CATCODEs to categorize their real property in a manner that provides consistent identification and analyses of similar assets across the DoD.

(2) Appoint a senior subject matter expert to serve as representative to the RPCP.

(3) Ensure that systems capturing information for the planning and programming, budgeting, accounting, record keeping, and reporting in the areas of construction, inventory, and sustainment (as feasible) of real property use the FACs and CATCODEs defined in the current version of the RPCS.

6. PROCEDURES. See Enclosure.

7. RELEASABILITY. This Instruction is approved for public release and is available on the Internet from the DoD Issuances Website at <http://www.dtic.mil/whs/directives>.

8. EFFECTIVE DATE. This Instruction:

a. Is effective August 24, 2012.

b. Must be reissued, cancelled, or certified current within 5 years of its publication in accordance with DoD Instruction 5025.01 (Reference (d)). If not it will expire effective August 24, 2022 and be removed from the DoD Issuances Website.



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ENCLOSURE

PROCEDURES

1. RPCP GOVERNANCE. The RPCP, composed of full-time or permanent part-time Federal employees, shall:

a. Be chaired by a designee appointed by the DUSD(I&E), and include senior subject matter expert representatives from the Military Departments and WHS as well as advisors from the other DoD Components as deemed necessary.

b. Maintain CATCODE consistency within the FACs by reviewing each proposed CATCODE, ensuring that it does not duplicate an existing CATCODE.

c. Publish the annual update of the RPCS no later than April 1 of each year.

d. Interface, as required, with the Real Property Configuration Support Panel and other DoD-level constituent organizations.

2. RPCS STRUCTURE AND PUBLICATION

a. The DoD RPCS will be a hierarchical scheme of real property types and functions that serves as the framework for identifying, categorizing, and analyzing DoD's inventory of land and facilities around the world (see glossary for depiction of the hierarchical scheme).

b. The RPCS shall be structured in a consistent manner that supports the reliable estimation of cost requirements for operations, sustainment, and recapitalization of DoD's real property assets.

c. For each CATCODE, the RPCS shall include the most current definition, title or description, unit(s) of measure, real property type, and FAC Code to which the CATCODE is mapped as published by the proponent Military Department.

d. For each FAC, the RPCS shall include title, description, real property type, unit of measure code, maximum size value, size reset value to be applied in database filtering, and each CATCODE assigned.

e. Each annual release of the RPCS shall include documentation of all changes from the prior year RPCS to maintain a clear audit trail, explain the rationale for the change, and provide potential impact to attributes of affected property records (e.g., quantity, PRV).

f. The annual RPCS file shall be available at www.acq.osd.mil/ie/fim/rpcs.shtml.

3. RPCS DEVELOPMENT

a. The Military Departments and WHS are responsible for:

(1) Creating sufficient CATCODEs to categorize their real property in a manner that provides consistent identification and analyses of similar assets across the DoD.

(2) Coordinating definition and assignment of CATCODEs across DoD.

b. Engineering change proposals (ECPs) are used to propose, track, and document recommendations for changes to the RPCS. Each organization's RPCP member is responsible for coordination of ECPs within the sponsoring organization to include reviews and signatures by all affected functional leads, system(s) program managers, etc. Because ECP actions can impact resources across program, functional, and technical lines, the ECP should be signed as approved and properly coordinated at the Senior Executive Service level or by their designee.

c. CATCODEs categorized within the same FAC shall have similar functions and supporting costs, and the asset size shall be reported using the FAC unit of measure. The primary unit of measure for each FAC forms the basis for inventory counting and cost factors for that FAC.

d. A CATCODE is assigned to one and only one FAC. The RPCS provides the tier structure and required relationships to be used.

e. The proposal for a new CATCODE shall include a recommendation for the appropriate FAC. If no existing FAC is applicable, the requesting organization shall request creation of an additional FAC or modification of an existing FAC to allow it to encompass the proposed CATCODE.

f. Whenever possible, existing CATCODEs shall be utilized across the Military Departments rather than creating new CATCODEs. Where existing CATCODEs cannot be used, the submitting organization must provide a written explanation for a new CATCODE to the RPCP prior to the new CATCODE's publication in the RPCS.

g. Any changes to CATCODEs made after the annual release shall not be used in reporting of real property inventory to OSD (e.g., data calls, RPAD, RPUIR, etc.) until included in an official RPCS version release.

GLOSSARY

PART I. ABBREVIATIONS AND ACRONYMS

CATCODE	category code
DUSD(I&E)	Deputy Under Secretary of Defense for Installations and Environment
ECP	engineering change proposal
FAC	facility analysis category
PRV	plant replacement value
RPCP	Real Property Categorization Panel
RPCS	Real Property Categorization System
WHS	Washington Headquarters Services

PART II. DEFINITIONS

Unless otherwise noted, these terms and their definitions are for the purpose of this Instruction.

Basic Category. A three-digit code that denotes the facility types within a Category Group.

CATCODE. A five or six-digit code used by the Military Departments and WHS that represents a specific type of facility. Each CATCODE is mapped to a specific FAC, to include use of the unit of measure assigned to that FAC.

Category Group. A two-digit code that denotes the major facility types within a Facility Class.

Facility. A building, structure, or linear structure out to an imaginary line surrounding a facility at a distance of 5 feet from the foundation that, barring specific direction to the contrary such as a utility privatization agreement, denotes what is included in the basic record for the facility (e.g., landscaping, sidewalks, utility connections). This imaginary line is what is commonly referred to as the “5-foot line.”

Facility Analysis Category (FAC). A grouping of real property assets that have a common unit of measure and equivalent cost based on that unit of measure. Included in this equivalent cost are those costs associated with real property Construction, Maintenance, Sustainment, and Repair. Within the DoD RPCS, a FAC is represented by a four-digit code.

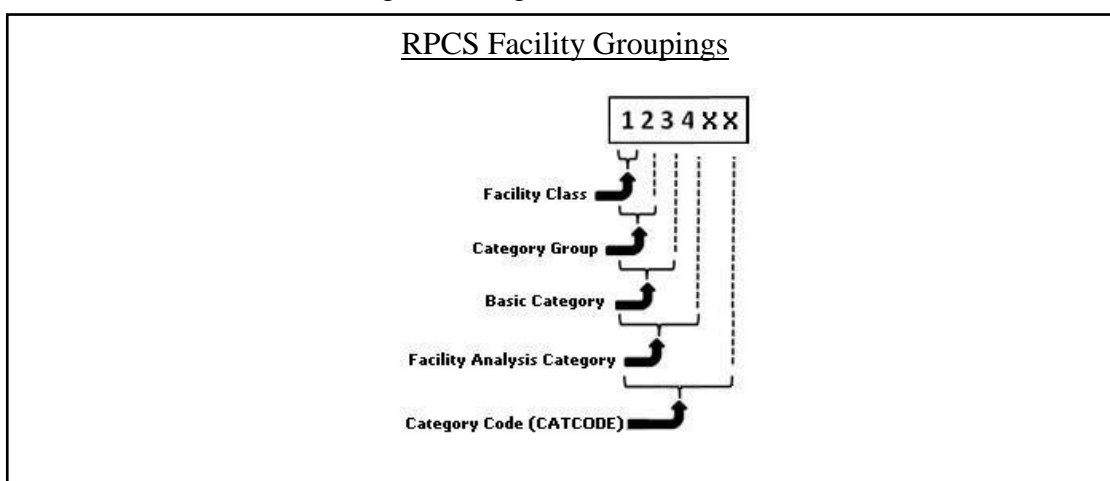
Facility Class. A one-digit code that denotes the broadest grouping of DoD facilities.

Real Property. Defined in Joint Publication 1-02 (Reference (e)).

Real Property Configuration Support Panel. A panel composed of representatives of the Military Departments and WHS. It is responsible for the evaluation of updates to real property accountability data and business rules.

RPCS. The DoD RPCS is a hierarchical scheme of real property types and functions that serves as the framework for identifying, categorizing, and analyzing DoD’s inventory of land and facilities around the world. This scheme is comprised of a 5-tier structure represented by numerical codes, with 1-digit codes being the most general and 5 or 6-digit codes representing the most specific types of facilities, as illustrated in Figure 1 and Tables 1-5.

Figure. Categorization of the RPCS



To illustrate the organization of the RPCS hierarchy, see Tables 1-5 for examples of airfield classification codes:

Table 1. DoD Facility Classes (1-digit)

Code	Title
1	Operation & Training
2	Maintenance & Production
3	Research, Development, Test and Evaluation
4	Supply
5	Hospital & Medical
6	Administrative
7	Housing & Community
8	Utility & Ground Improvements
9	Land

Table 2. DoD Category Groups

Code	Title
11	Airfield Pavements
12	Liquid Fueling and Dispensing Facilities
13	Communications, Navigation Aids and Airfield Light
14	Land Operational Facilities
15	Waterfront Operational Facilities

Table 3. DoD Basic Categories

Code	Title
111	Airfield Runways
112	Airfield Taxiways
113	Airfield Aprons
116	Other Airfield Pavements
121	Aircraft Fuel Dispensing Facilities

Table 4. DoD Facility Analysis Categories

Code	Title	UM
1111	Fixed-Wing Runway, Surfaced	SY
1112	Rotary-Wing Landing Area, Surfaced	SY
1113	Runway Overrun Area, Surfaced	SY
1114	Runway, Unsurfaced	SY
1115	Unmanned Aerial Vehicle (UAV) Runway and Launch/Recovery Site	SY

Table 5. Military Department Category Codes

CATCODE	CATCODE Long Name
11110	Fixed Wing Runway Paved
11111	Fixed Wing Runway Unpaved
11120	Rotary Wing Runway Paved
11121	Rotary Wing Runway Unpaved
11130	Rotary Wing Landing Pad Paved