



Foreign Affairs Manual

15 FAM – Overseas Buildings Operations

Change Transmittal: OBO-26

Date: February 28, 2012

15 FAM 160 FUNDING RESPONSIBILITIES OF AGENCIES OCCUPYING U.S. GOVERNMENT-HELD PROPERTY

15 FAM 180 AND 190 UNASSIGNED

Changes

1. This Change Transmittal issues the following major revisions to 15 FAM 160 and 15 FAM 180:
 - **15 FAM 162, U.S. Government-Owned and -Leased Space:** USAID will determine which funds are to be used for USAID-occupied property provided the choice does not conflict with post's use of pooled government housing, consolidation of leasing services, or other joint State/USAID management programs;
 - **15 FAM 165.1, Nonresidential U.S. Government-Owned/Long-Term and Short-Term Leased (GO/LTL/STL) Properties:** OBO funds physical security upgrades and technical security system (TSS) upgrades. However, the Bureau of Diplomatic Security (DS) funds the installation and maintenance of TSS upgrades;
 - **15 FAM 168, Condominium Fees:** That portion of a condo fee that includes utilities, BOE expenses, Internet and cable television services, association dues, or specific assessments for use of common areas for recreation or for items of a personal service nature (e.g., tennis courts, health or exercise facilities, pools, concierge fees, servant's

wages, tips, cleaning or servant's quarters that are not considered an integral part of the housing unit) is not a proper charge to the Bureau of Overseas Buildings Operations leasehold or maintenance and repair function codes and should be charged to the appropriate Diplomatic and Consular Programs (D&CP), or International Cooperative Administrative Support Services (ICASS) account (for ICASS service providers), or to the occupant if the charges are elective;

- **15 FAM 169, Energy Cost Controls:** Posts must provide the Bureau of Overseas Buildings Operations with routine utility cost and consumption data by means of the online "Utility Portal" or alternative method. OBO must work toward automating this data collecting process in an effort to increase accuracy and reduce the reporting burden on post. Information gained from utilities reporting must be used to inform energy savings opportunities for post and the Department. In posts where USAID missions are co-located in facilities with Department of State, post facility managers must include respective USAID missions' cost and consumption data in OBO's "Utility Portal" or alternative system. In those locations where USAID manages its own facilities (noncollocated), USAID executive officers are required to report their respective mission's energy cost and consumption data to USAID/W per annual instructions issued by M/MS/OMD; and
- **15 FAM Exhibit 161, Matrix of Costs and Funding Sources:** This exhibit was formerly 15 FAM Exhibit 181. The regulations formerly constituting 15 FAM 180 have been subsumed in 15 FAM 160. 15 FAM 180 is now unassigned along with previously unassigned 15 FAM 190.

2. **15 FAM 180 to 160 Crosswalk:**

From Prior Issuance	To Current Issuance
Exhibit 181, Matrix of Costs and Funding Sources	Exhibit 161, Matrix of Costs and Funding Sources

3. If the subchapter issuance changed less than half the words, we formatted the changed text in *dark magenta italic*. If the subchapter issuance changed more than half the words, we did not use *dark magenta italic*. The CT line in each section shows when that section last changed.
4. Officers are reminded that Department-issued materials not codified in the Foreign Affairs Manual or its supplemental Foreign Affairs Handbook series generally have no regulatory validity (see 2 FAM 1115.2).
5. The office responsible for the material in this subchapter is the Bureau of Overseas Buildings Operations (OBO). Please direct questions

concerning content, substance, and interpretation to this office. Administrative questions on the Foreign Affairs Manual or Handbooks can be directed to A/GIS/DIR, Office of Directives Management.

Filing Instructions for Paper Copies

1. Remove and discard old subchapter 15 FAM 160 (CT:OBO-18; 11-18-2009), old subchapter 15 FAM 180 (CT:OBO-18; 11-18-2009), and page 15 FAM 190 Unassigned (CT:OBO-18; 11-18-2009), and insert revised subchapter 15 FAM 160 and page 15 FAM 180 and 190 Unassigned (CT:OBO-26; 02-28-2012).
2. After inserting the material in the binder, insert this Change Transmittal immediately following the CT Checklist, then fill in the entry line for CT:OBO-26, and initial.

Distribution Notice

1. The Foreign Affairs Manual and Handbooks (unclassified) official version can be found on the State Department's Intranet site.
2. All posts and offices keeping paper versions of the Foreign Affairs Manual are responsible for maintaining the FAM on a current basis (see 2 FAM 1116.5).
3. Use **KFAM** and **AINF** TAGS on **all** communications on FAM/FAH issues.