

15 FAM 750

OFFICE AND OTHER FUNCTIONAL SPACE

(CT:OBO-9; 06-26-2006)
(Office of Origin: OBO)

15 FAM 751 POLICY

(CT:OBO-9; 06-26-2006)
(Uniform State/USAID/Commerce/Agriculture/DIA)

- a. The Bureau of Overseas Buildings Operations (OBO) prepares a fully integrated interior design and initial furnishings package for all capital construction projects. *For the first year, the Interiors and Furnishings Division in the Project Execution Office of the Bureau of Overseas Buildings Operations (OBO/PE/IF) must approve any changes made to the initial furniture, furnishings, and equipment (FF&E) package.*
- b. *For capital construction projects, all furniture destined for the CAA, especially items with electrical components, shall follow the secure logistics procedures established for the project. For post or other initiated furniture purchases destined for the CAA, the procedures outlined in 12 FAH-6 H-311.13 specify the requirements for purchase, shipment, storage, assembly, and placement. These standards will be monitored by the regional security officer. Items may be subject to inspection by the engineering security officer/engineering services center (ESO/ESC). Items with electrical components are considered to be "uninspectable" and must be purchased in accordance with established secure procurement guidelines.*

15 FAM 752 DEFINITION

(CT:OBO-9; 06-26-2006)
(Uniform State/USAID/Commerce/Agriculture/DIA)

Office furnishings include systems and modular furniture, casegoods, seating, limited utility shelving, and office accessories. Carpeting and window treatments are fixed interior finishes and should be addressed in the construction documentation for any new, renovation, or lease project. *These fixed interior finishes are* replaced using *post* funds. The same is true for building specialties such as appliances, specialty storage, and signage. Office equipment is the responsibility of the post including the provision of computers, printers, modems, copiers, shredders, cellular phones,

telecommunications equipment, safes, workbenches and tools, and medical equipment.

15 FAM 753 FUNDING

(CT:OBO-9; 06-26-2006)

(Uniform State/USAID/Commerce/Agriculture/DIA)

- a. For capital security construction projects beginning in FY05, the Department of State and other agencies fund initial furniture, furnishings, and equipment (FF&E) through the Capital Security Cost-Sharing Program. For capital security construction projects prior to FY05 and all nonsecurity capital construction projects, initial FF&E funding will be handled as described below.*
- b. For capital construction projects, the Bureau of Overseas Buildings Operations (OBO) funds initial furniture, furnishings, and equipment (FF&E) for State Department personnel. For noncapital renovation or lease projects, the regional bureau funds initial FF&E for State Department program personnel. The regional bureau also funds all replacement FF&E for State Department program personnel. International Cooperative Administrative Support Services (ICASS) funds FF&E for all ICASS personnel. Other agencies fund their own initial and replacement FF&E. The Office of the Under Secretary for Public Diplomacy and Public Affairs (R) funds items particular to their needs (e.g., information resource centers are considered unique to public diplomacy). Agencies may pay directly or reimburse OBO for initial FF&E and the regional bureau for replacement FF&E. (See 6 FAH-5, ICASS Handbook.)*

15 FAM 754 THROUGH 759 UNASSIGNED