

NOTICE OF CHANGE

NOT MEASUREMENT SENSITIVE

MIL-HDBK-1000/1
NOTICE 1
30 SEPTEMBER 1996

**DEPARTMENT OF DEFENSE
HANDBOOK**

**ENGINEERING AND DESIGN CRITERIA AND DOCUMENTATION
FOR NAVY FACILITIES**

TO ALL HOLDERS OF MIL-HDBK-1000/1

1. THE FOLLOWING PAGES OF MIL-HDBK 1000/1 HAVE BEEN REVISED AND SUPERSEDE THE PAGE LISTED.

NEW PAGE	DATE	SUPERSEDED PAGE	DATE
iii	30 September 1996	iii	1 January 1996
iv	30 September 1996	iv	1 January 1996
v	30 September 1996	v	1 January 1996
vi	30 September 1996	vi	1 January 1996
vii	30 September 1996	vii	1 January 1996
viii	30 September 1996	viii	1 January 1996
ix	30 September 1996	ix	1 January 1996
x	30 September 1996	New Page	

2. RETAIN THIS NOTICE AND INSERT BEFORE TABLE OF CONTENTS.

3. Holders of MIL-HDBK-1000/1 will verify that all changes indicated above have been made. This notice page will be retained as a check sheet. This issuance, together with appended pages, is a separate publication. Each notice is to be retained by stocking points until the Military Handbook is completely revised or canceled.

CUSTODIANS:
NAVY - YD-1

PREPARING ACTIVITY:
NAVY - YD-1
(Project FACR-1154)

AMSC N/A

AREA FACR

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1. The following types of documents are included in this Handbook:

NAVFACENGCOM GUIDE SPECIFICATIONS (NFGS): NAVFAC Guide Specifications (NFGS) standardize the scope and format of specifications for a specific product, group of products, or a construction procedure. They are used to satisfy project requirements in producing a portion of a project specification for a NAVFAC construction contract. The Guide Specifications are numbered and titled in accordance with the Construction Specifications Institute (CSI) Master Format. Regional guide specifications are identified with a letter between NFGS and the number and may only be used by the EFD that wrote it.

NAVFACENGCOM SHORT FORM GUIDE SPECIFICATIONS (SF): NAVFAC Short Form Guide Specifications are for use in preparing project specifications for small projects, repair or maintenance work. It may be used for minor elements or small quantities of work in larger projects at the discretion of the Engineer/Architect in Charge. If a more detailed specification is required, use the NFGS series of specifications.

STANDARD DESIGNS: Standard designs consist of standard specifications and standard drawings. Both are used in selected projects without modifications, as directed. Standard specifications consist of one or more sections which are included in a project specification which usually includes sections edited from NFGS.

DESIGN MANUALS/MILITARY HANDBOOKS: These documents are used in the engineering and design or maintenance of facilities under the cognizance and funding of NAVFACENGCOM to provide guidance to all organizational levels of the Navy with direction and standards for procedures, methods, dimensions, materials, loads, and stresses. The ultimate goal is that these documents will be the source of reference to code and the location of add-on owner's requirements. The purpose of these documents is to provide the best and most energy efficient design practices of NAVFACENGCOM, other government agencies, and the private sector for the construction, modernization, and rehabilitation of naval facilities.

(NOTE: Military handbook format is now being used to replace design manuals, i.e. DM-3.1 is being replaced by MIL-HDBK-1003/1. Not all military handbooks are included in MIL-HDBK-1000/1. Only those prepared or used by NAVFAC are included.)

MAINTENANCE AND OPERATIONS MANUALS (MOs)/MILITARY HANDBOOKS: MOs are reference type documents containing specific recommendations and technical guidance to be followed for continued maintenance and operation of facilities and equipment. MOs do not fall under the NAVSO P-35 definition of technical manuals because they are not mandatory unless prescribed in an implementing directive. Instead, they are a guide to simplified maintenance management that can be tailored at individual activities to meet their special needs and requirements.

(NOTE: Military handbook format is now being used to replace some MOs.)

P-PUBLICATIONS (P-PUBS): P-Pubs are reference type documents to be used for planning by facilities engineers and architects. The P-Pub designation is used only for documents that do not cleanly fit into the categories as DMS or MOs.

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INSTRUCTIONS: Current NAVFAC Instructions define administrative policy and are listed chronologically and numerically. An additional section is provided in the historical section of this Handbook showing canceled/superseded directives.

FORMS: Comprehensive listing of forms used at NAVFAC. These include: Standard Forms (SF) which are used government-wide; Department of Defense Forms (DOD) which are used by all DOD agencies; and Naval Facilities Engineering Command Forms.

REPORTS: Comprehensive list of reporting requirements established by NAVFACENGCOM.

2. The following information is provided on how to order the documents listed in this Handbook.

MILITARY HANDBOOKS (MIL-HDBKS)

a. Primary source is the Construction Criteria Base (CCB):

1. CCB is an engineering library on compact disc, available in both DOS and Microsoft Windows.

2. CCB contains technical reference documents for design and construction: guide specifications for 12 federal agencies, AIA Masterspec, and CSRF SPECTEXT EPA, OSA, and ADA regulations; fed/mil specifications and standards; federal cost engineering systems; criteria and technical manuals; tools (executable programs); CADD symbols; and over 115 referenced private industry standards, including ASTM and ACI.

3. Hardware needed to run CCB:

IBM compatible PC - 386 or above
640k minimum ram, at least 540k free (4mb ram for CCB for windows)
3mb hard disk space (executable programs require additional space)
EGA graphics capability, 640 x 350 resolution
CD-ROM reader
MS-DOS or PC-DOS version 3.1 or higher (CCB for DOS)
windows 3.1, 386 enhanced mode, or higher (CCB for windows)

4. How to get a subscription:

Navy and Marine Corps offices may receive free copies of CCB by contacting the following: Louise McMonegal, NAVFAC, 703/325-8367, DSN 221-8367, or Internet (mlmcmonegal@hq.navy.mil).

All other offices should contact the National Institute of Building Sciences, 202/289-7800 or Internet (ccb@nibs.org)

b. The secondary source for military handbooks is the DODSSP/DSP Single Stock Point:

1. DODSSP is the source of all documents listed in the DOD Index of Specifications and Standards (DODISS). Documents are available through the DODSSP order desk. All published Military Handbooks are in the DSP and available in hard copy.

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2. Your first step in ordering is to get a permanent customer service number by calling 215-697-2667 or 2179. You may phone, FAX or mail your order. Phone orders are fastest. There is a limit on orders to 5 copies and 5 documents. After obtaining your customer service number, you may FAX your order to 215-697-1462. To mail your order after obtaining your customer service number, the address of the DODSSP order desk is:

DODSSP-Customer Service
Standardization Documents Order Desk
700 Robbins Avenue, Building 4D
Philadelphia, PA 19111-5098

Note: Documents ordered from the DODSSP are free to DOD activities. There is a charge for all other activities. Payment can be made with VISA (including the government IMPAC card), Master Card, personal check or money order.

3. In October 1996, the DODSSP will begin introducing new CD-ROM document collections, in Portable Document Format (PDF), with appropriate reader software included. These collections - as they become available - will be offered as single purchases or subscriptions. Look for release announcement for Data Item Description sets, a Qualified Program Lists set, Federal Supply Class/AREA and federal supply group collections, and a standardization management reference master collection. The DODSSP will continue offering the DODISS and assist products on CD-ROM as well.

4. A completely revamped DODSSP website (<http://www.dodssp.dla.mil>) will go online in the first quarter of FY 1997, replacing their current internet website. The new website will offer full product descriptions, daily updated product and price lists, and easy e-mail ordering capability.

In the meantime, you can visit the current DODSSP website at:
<http://www.dtic.dla.mil/dps-phila>

DESIGN MANUALS (DM) :

a. Primary source: Construction Criteria Base.

Refer to section on Mil-Hdbks for information on CCB.

b. Secondary source: National Technology Information Service (NTIS)

NTIS maintains a library that contains Design Manuals. To obtain a design manual, FAX or write a letter indicating as much identifying information that you have. The fax number is: 703-321-8547. The address is:

National Technical Information Service
5285 Port Royal Road
Springfield, VA 22161

NTIS will research your request and provide you with a written response indicating if they have it, what the cost is and ordering information. They will accept check or credit card.

TEXTBOOK DOCUMENTS :

a. Primary source: Construction Criteria Base.

Refer to section on MIL-HDBKs for information on CCB.

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b. The secondary source for NAVFAC Textbook documents is the DODSSP/DSP:

Documents are available through the DODSSP order desk. All published Textbook documents are in the DSP and available in hard copy.

NOTE: For Technical information within these documents call the NAVFAC Criteria Office (757)-322-4200 or DSN 262-4200.

NAVFAC GUIDE SPECIFICATIONS (NFGS) AND REGIONAL GUIDE SPECIFICATIONS:

a. Primary source: Construction Criteria Base.

Refer to section on Mil-Hdbks for information on CCB.

b. The secondary source for NAVFAC Guide Specifications is the DODSSP/DSP.

Documents are available through the DODSSP order desk. All published NAVFAC Guide Specifications are in the DSP and available in hard copy.

Notes:

(1) Regional Guide Specifications are not available at DODSSP. They are available from the preparing Engineering Field Division.

(2) "Series 0" guidance documents, (NFGS beginning with "00") are not guide specifications and are not available at DSP. They are only published on the CCB. Individual copies can be obtained at the Civil Engineer Support Office, Code 158, by calling (805) 982-6062.

NAVFAC SHORT-FORM GUIDE SPECIFICATIONS (NFGS-SF):

a. Primary source: Construction Criteria Base.

Refer to section on Mil-Hdbks for information on CCB.

b. The secondary source for NAVFAC Short-Form Guide Specifications is the DODSSP/DSP.

Documents are available through the DODSSP order desk. All published NAVFAC Short-Form Guide Specifications are in the DSP and available in hard copy.

NAVFAC STANDARD SPECIFICATIONS (NFSS) AND STANDARD DRAWINGS (SD):

NAVFAC Standard Specifications and Standard Drawings are available from the preparing NAVFAC Engineering Field Divisions and Engineering Field Activities only.

ENGINEERING FIELD DIVISIONS (EFD)

Commander (Code 04C)
Atlantic Division
Naval Facilities Engineering Command
1510 Gilbert Street
Norfolk, VA 23511-2699
Telephone: (804) 444-9970

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Commanding Officer (Code 4013)
Northern Division
Naval Facilities Engineering Command
10 Industrial Hwy Mail Stop 82
Lester, PA 19113-2090
Telephone: (610) 595-0578

Commander (Code 406)
Pacific Division
Naval Facilities Engineering Command
Bldg 258 Makalapa
Pearl Harbor, HI 96860-7300
Telephone: (808) 474-5349

Commanding Officer (Code 076)
Southern Division
Naval Facilities Engineering Command
P.O. Box 190010
North Charleston, SC 29419-9010
Telephone: (803) 743-0458

Commanding Officer (Code 406)
Southwest Division
Naval Facilities Engineering Command
1220 Pacific Hwy Bldg 130 Rm 207
San Diego, CA 92132-5185
Telephone: (619) 532-2436

ENGINEERING FIELD ACTIVITIES (EFA)

Commanding Officer (Code 406)
Chesapeake Field Activity
Naval Facilities Engineering Command
Washington Navy Yard
901 M Street Bldg 212
Washington, DC 20374-5018
Telephone: (202) 685-3123

Commanding Officer (Code N4)
Med Naples Field Activity
Naval Facilities Engineering Command
PSC 810 Box 51
FPO AE 09609-0051
Telephone: 39-81-509-7558

Commanding Officer (Code 420)
Midwest Field Activity
Naval Facilities Engineering Command
Bldg 1A Suite #120
2703 Sheridan Road
Great Lakes, IL 60088-5600
Telephone: (708) 688-4544

Commanding Office (Code 04B)
Northwest Field Activity
Naval Facilities Engineering Command
19917 - 7th Avenue NE
Poulsbo, WA 98370-7570
Telephone: (360) 396-0220

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Commanding Officer (Code 09F41)
Western Field Activity
Naval Facilities Engineering Command
900 Commodore Drive
San Bruno, CA 94066-2402
Telephone: (415) 244-2682

DEFINITIVE DRAWINGS (DD):

- a. Definitive Drawings are published as P-272.

Refer to discussion under P-PUB, secondary source "b".

MAINTENANCE AND OPERATIONS MANUALS (MOS):

- a. Source: Construction Criteria Base.

Refer to section on Mil-Hdbks for information on CCB. (some MOS are not on CCB; they are being put on as they are modernized.)

NOTE: For Technical information within these documents call the NAVFAC Criteria Office (757)-322-4200 or DSN 262-4200.

P-PUBLICATIONS (P-PUBS):

- a. Primary source: Construction Criteria Base.

Refer to section on Mil-Hdbks for information on CCB.

- b. Secondary source: National Technology Information Service (NTIS).

NTIS maintains a library that contains P-Publications. To obtain a P-Publications FAX or write a letter indicating as much identifying information that you have. The FAX number is: 703-321-8547. The address is:

National Technical Information Service
5285 Port Royal Road
Springfield, VA 22161

NTIS will research your request and provide you with a written response indicating if they have it, what the cost is and ordering information. They will accept check or credit card.

- c. Third source: NAVFAC (some are available only through the NAVFACHQ sponsor..phone: 703-325-8509).

NAVFAC INSTRUCTIONS:

Instructions, forms and reports should be requested from the cognizant code at Headquarters, Naval Facilities Engineering Command at the following address:

Commander
Attn: (cognizant code)
NAVFACENGCOM
200 Stovall Street
Alexandria VA 22332-2300

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P-PUBLICATIONS:

P-Publications (P-PUBS) should be requested from Headquarters, Naval Facilities Engineering Command (ATTN: Code 9152) at the following address:

Commander
ATTN: (9152)
NAVFACENGCOM
200 Stovall Stree
Alexandria VA 22332-2300

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