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DEPARTMENT OF DEFENSE
STANDARD PRACTICE

STANDARD PRACTICE FOR
UNIFIED FACILITIES CRITERIA
AND UNIFIED FACILITIES GUIDE SPECIFICATIONS



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FOREWORD

1. This standard is approved for use by the Department of the Army, the Department of the Air Force and the Department of the Navy and is available for use by all Departments and Agencies of the Department of Defense.

2. This standard establishes procedures for the development and maintenance of Unified Facilities Criteria (UFC) and Unified Facilities Guide Specifications (UFGS). Use these procedures for the planning, design, construction, operation and maintenance, sustainment, restoration, and modernization of facilities for the Army, Navy, Air Force, Department of Defense (DoD) defense agencies, and DoD field activities.

3. Comments, suggestions, or questions on this document should be addressed to:

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1. SCOPE

1.1 Purpose. This standard establishes procedures for the development and maintenance of Unified Facilities Criteria (UFC) and Unified Facilities Guide Specifications (UFGS) and prescribes their use by the Army, Navy, Marine Corps, Air Force, Department of Defense (DoD) defense agencies, and DoD field activities. All DoD components are adopting the concept and practice of sustainable design and development and the use of project rating and scoring systems such as Leadership in Environmental and Energy Design (LEED) and Sustainable Project Rating Tool (SPiRiT). These and other concepts should encourage innovation and alternatives to the traditional planning, design, construction, and maintenance process. The UFC/UFGS criteria program will implement the concepts of sustainable design and development and continuous innovation into the facilities acquisition and maintenance processes.

1.2 Applicability. UFC and UFGS provide facility planning, design, construction, operations, and maintenance criteria for DoD components and participating organizations. UFC and UFGS apply to all construction, repair, and maintenance projects.

1.2.1 Authority. This standard establishes a unified design guidance program in accordance with House Conference Report 105-247, dated 9 September 1997, and the tri-service Unified Design Guidance Report to the congressional defense committees, dated March 1998, and as directed by the Office of the Deputy Under Secretary of Defense (DUSD) letter dated May 2001 and DoD Directive (DODD) 4270.5 (draft dated June 2004). UFC and UFGS are developed jointly by the Army, Navy, Marine Corps, Air Force, and other defense agencies.

1.3 Existing Criteria. Where there is no UFC or UFGS, existing criteria is still in effect and should be used until superseded or incorporated into a UFC or UFGS.

2. APPLICABLE DOCUMENTS

2.1 General. The documents listed in this section are specified in sections 3, 4 or 5 of this standard. This section does not include documents cited in other sections of this standard or recommended for additional information or as examples. While every effort has been made to ensure the completeness of this list, document users are cautioned that they must meet all specified requirements of documents cited in sections 3, 4 or 5 of this standard, whether or not they are listed.

2.2 Government documents.

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2.2.1 Other Government documents, drawings, and publications.

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UFC 1-300-01 - Criteria Format Standard
UFC 1-300-02 - Unified Facilities Guide
Specifications Format Standard

2.3 Appendix B. UFC and UFGS documents will be developed in compliance with and will implement the requirements of all documents contained in Appendix B.

2.4 Order of Precedence. If information in this document conflicts with references cited herein, the text of this standard takes precedence; however, this document does not supersede higher-level mandates such as public laws, executive orders, regulations, DODD, and DoD Instructions (DODI) unless a specific exemption has been obtained.

3. DEFINITIONS

3.1 Discipline Working Group (DWG). Representatives from the DoD components responsible for the unification and maintenance of criteria documents.

3.2 Technical Proponent. Representative from a participating organization responsible for coordinating the unification and maintenance of a criteria document. The technical proponent may be a DWG member.

3.3 Technical Representative. Author of a particular criteria document or the working-level representative from another participating organization for a particular document.

4. GENERAL REQUIREMENTS

4.1 Background.

a. Language on unified design guidance in House Conference Report 105-247, dated 9 September 1997, accompanying Conference Committee on House Report (H.R.) 2016, *Military Construction Appropriations Act, 1998*, directed DoD and the services to establish procedures for unification of facilities criteria. The three military departments, under the auspices of the Office of the Secretary of Defense (OSD), established a working group to address unification issues. The working group surveyed existing procedures, criteria, and guide specifications, evaluated the extent of criteria uniformity, identified areas where greater uniformity is practical, analyzed options for management of a uniform guidance system, and submitted recommendations to the

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congressional defense committees in response to the House direction. This document implements those recommendations.

b. The UFC and UFGS systems were designed to standardize and streamline the process for developing, maintaining, and disseminating criteria in support of the Military Construction Appropriations Act of 1998. The working group concluded that the use of discipline working groups is the most efficient method of achieving criteria uniformity. This approach maintains specialized expertise in each service and enhances the ability to provide rapid responses to technical and political issues.

4.2 Approach. The Engineering Senior Executive Panel (ESEP) was established in 1999 by the DoD Installations Policy Board to implement the UFC and UFGS system for DoD. The ESEP consists of a representative from the Office of the Deputy Under Secretary of Defense for Installations and Environment (DUSD(I&E)), and the three Service Chiefs of Engineering. ESEP responsibilities include establishing policy; acting as a resource proponent; resolving issues that may impede the unification process; and oversight of a coordinating panel (CP). The CP, chartered by the ESEP, works directly with DWGs established to facilitate unification. The DWGs are composed of technical personnel who develop unified criteria and guide specifications. The Memorandum of Understanding (MOU) on Unified Design Guidance establishing the ESEP (initially referred to as the "Tri-Service Engineering Senior Executive Board") can be reviewed at www.wbdg.org/pdf/udg_mou.pdf. The charter establishing the Tri-Service Design Guidance CP can be viewed at www.wbdg.org/media/pdf/tsdqcp_charter.pdf. The charter guiding the DWG can be viewed at www.wbdg.org/pdf/dwg_charter.pdf.

4.3 Programming and Scheduling. Need and funding are the determining factors in establishing which existing and new UFC and UFGS will be revised or developed. Funding of UFC and UFGS work is subject to the procedures and priorities within each participating organization.

4.3.1 Program List. Every fiscal year, each DWG shall identify those UFC and UFGS that need to be developed or are in need of major revisions. UFGS requirements, including an estimated cost of each item, shall be prioritized with the UFC requirements and submitted as a composite list to the CP for use in preparing an annual unified criteria program. When two or more organizations identify and provide funding for updating or developing a UFC or UFGS, a preparing activity (PA) shall be assigned in accordance with 5.2.1.3.

4.3.2 Program Coordination. The CP is responsible for coordination and consolidation of DWG requirements and shall make final determination of which UFC and UFGS are included in the annual unified criteria program. Selection will be based on DWG

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recommendations, the priorities of each participating organization, and available resources.

4.4 Criteria Development.

a. Although all DoD organizations must participate, UFC and UFGS development is primarily a joint effort of the Army Corps of Engineers (USACE), the Navy Facilities Engineering Command (NAVFAC), and the Air Force Civil Engineer Support Agency (AFCEA). These organizations are referred to as participating organizations. All planning, design, construction, operations, and maintenance criteria for facilities will be unified to the extent practical. The unification process will maximize use of non-government standards in accordance with Public Law 104-113, *National Technology Transfer and Advancement Act of 1995*, Section 12(d), dated 7 March 1996, and Office of Management and Budget Circular A-119, *Federal Participation in the Development and Use of Voluntary Consensus Standards and in Conformity Assessment Activities*, dated 10 February 1998.

b. Following agreement by the ESEP that criteria should be developed or updated, the appropriate DWG will be assigned to accomplish the task. Private-sector criteria and technical standards will then be surveyed to assess their suitability for military use.

4.5 Format Standards. Criteria will be developed and revised in accordance with [UFC 1-300-01, Criteria Format Standard](#); Guide specifications will be developed and revised in accordance with [UFC 1-300-02, Guide Specifications Format Standard](#). Copies of UFC 1-300-01 and 1-300-02 may be obtained from the Web sites in 4.6.

4.6 Availability. The ESEP has signed a Memorandum of Agreement (MOA) with the National Institute of Building Sciences (NIBS) to assist in the development and distribution of UFC and UFGS. This agreement may be viewed at http://www.wbdg.org/pdfs/wbdg_moa.pdf. All UFC and UFGS are primarily distributed at the Whole Building Design Guide (WBDG) Web site at <http://dod.wbdg.org/>. Full movement of documents to NIBS has not occurred, and service Web sites are available in the interim. UFC and UFGS are also available by electronic media on the Construction Criteria Base (CCB) DVD and CD-ROM system distributed by NIBS.

5. DETAILED REQUIREMENTS

5.1 MANAGEMENT PROCEDURES FOR UNIFIED FACILITIES CRITERIA (UFC).

5.1.1 Purpose. UFC are developed by individual discipline working groups and are approved by the ESEP. UFC may contain

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technical guidance, introduce new and innovative technology, or provide mandatory requirements to implement laws, regulations, executive orders, and policies prescribed by higher authority documents. UFC also define performance and quality requirements for facilities to support their mission throughout their life cycle. UFC provide the most operationally effective, cost-efficient, and safe criteria at the time of publication.

5.1.2 Issuance. UFC are issued under the authority of the ESEP and are effective upon issuance. UFC will be reviewed periodically, updated, and made available as part of the departments' responsibility to provide criteria for military facilities.

5.1.3 Approval. When a UFC is created or changed, it shall be coordinated electronically among the participating organizations identified in 4.4. It is the responsibility of the PA and the DWG to produce UFC within the funds provided, meet established schedules, obtain agreement of the participants, and produce technically adequate documents. For disagreements that cannot be resolved within the DWG, the matter shall be submitted to the CP. Once criteria are developed and coordinated with appropriate industry and service organizations, the PA will forward the UFC to the CP for approval. A Unified Facilities Criteria Coordination Sheet (which can be viewed at www.wbdg.org/pdf/coord.pdf) will be signed by each service's approving authority (the DWG representative) and the CP chairperson. The CP chairperson requests concurrence by each ESEP member electronically before approval. Upon approval, the PA will forward an electronic file to the appropriate criteria manager for distribution of the UFC as indicated in 4.5. Matters of disagreement will be referred to the CP, and if necessary, to the ESEP for resolution.

5.1.3.1 Designation of UFC on the Same Subjects. Criteria on similar subjects that are not yet combined have an alpha designation after the UFC file name: "N" for Navy, "A" for Army, "F" for Air Force, and "S" for NASA (e.g., 1-300-05A). These alpha designators facilitate management of criteria within the participating organizations and provide identification within WBDG and the Internet. The alpha designator does not mean the documents are not UFC.

5.1.3.2 Designation of Other UFC. Where only one participating organization has a criteria on a particular subject, or where criteria have been combined into a single document, those criteria are identified by the file name only (e.g., 1-300-01) when approved by all participating organizations in accordance with 5.1.3.

5.1.3.3 Draft UFC Review. After drafting a new or revised UFC, the PA's technical representative shall provide an

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electronic version of the draft UFC to the technical proponents and technical representatives of all participating organizations for review and comment. A complete list of all UFC with the associated technical proponents is available on the UFC home page.

5.1.3.4 Draft UFC Comment Period. The technical representative and technical proponent from each of the other participating organizations shall coordinate their review and provide a single set of comments by e-mail to the PA's technical representative within four weeks of receipt of the draft UFC.

5.1.3.5 Final UFC Submittal. The PA's technical representative shall incorporate all comments into the UFC. Any questions or disagreements shall be discussed directly with the technical proponent who forwarded the comment and resolved. Upon completion of the final UFC, the technical representative shall forward the document to the PA's database manager for final processing. At the same time, a courtesy copy of the UFC shall be forwarded to each of the reviewers who provided comments. No additional comments are desired at this time. When they are satisfied that their comments have been incorporated, the technical proponents of the other participating organizations shall provide their concurrence to the PA's technical proponent by e-mail or phone. The PA's technical proponent shall retain verification of this concurrence.

5.1.3.6 Special Approval by Governing Agencies. Some documents require approval by agencies having unique cognizance and authority of specific facility types, such as medical facilities, or specific subjects, such as chemical-biological protection. If necessary, provide a fifth signature on the foreword of the document.

5.1.4 Records Maintenance. Each DOD component is responsible for maintaining records of current and superseded UFC, including revisions, for each UFC they prepare.

5.1.5 UFC Validation. Copies of UFC printed from electronic media should be checked against the current electronic version at <http://dod.wbdg.org/> to ensure that the latest criteria are being used.

5.1.6 Feedback. User comments and recommended changes to UFC, with rationale for the changes, should be sent to the user's service criteria office. For non-service users, comments and recommended changes, with rationale for the changes, should be sent to the document's PA. Recommended changes with supporting rationale should be sent electronically to the respective service proponent office using the **Criteria Change Request (CCR)** form at http://65.204.17.188//report/doc_ufc.html.

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5.1.7 Waivers and Exemptions.

5.1.7.1 Definitions. A waiver provides authority to deviate from a UFC requirement for no more than twelve months. An exemption provides authority to deviate from a UFC requirement indefinitely.

5.1.7.2 Normal Process. Unless the document is authorized additionally by an agency other than the Army, Navy, Air Force, or OSD (I&E), each service or defense agency may waive, exempt, or deviate from requirements set forth in individual UFC for projects operated by that service or agency. However, all requests should be communicated to the technical proponents from each service for collaboration and consistency. In general, the signature authority for the service or agency in publishing the document (ESEP representative) is the same authority that may waive, exempt, or deviate from the requirements in that document. This central coordination facilitates improvements in the UFC by ensuring all requests are considered in future document updates. However, each service or defense agency maintains its own internal process for reviewing and granting waivers, exceptions or deviations. This process typically involves key stakeholders germane to the requirement in question and may involve delegation of that authority. Navy activities and Navy projects will use the process contained in Appendix A. For the process for other services, please contact the agency.

5.1.7.3 Special Agency Authorization. If the document is authorized by an additional agency, then all waivers, exemptions, and deviations must be approved by that agency in addition to the service or defense agency that operates the project. All requests should also be communicated to the technical proponents from each service for collaboration and consistency. The signature authority for the service or agency publishing the document (ESEP representative) and the additional signature authority must agree to waive, exempt, or deviate from the requirements in that document. This central coordination facilitates improvements in the UFC by ensuring that all requests are considered in future document updates.

5.2 MANAGEMENT PROCEDURES FOR UNIFIED FACILITIES GUIDE SPECIFICATIONS (UFGS).

5.2.1 UFGS System. The UFGS system includes all official construction guide specifications currently maintained by the participating organizations. There may be more than one guide

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specification on the same subject until those specifications are converted into combined UFGS. These specifications have a UFGS designation preceding the section numbers in their banners (e.g., UFGS-12345). New and revised UFGS shall be prepared in accordance with [UFC 1-300-02, Unified Facilities Guide Specifications Format Standard](#) using SpecsIntact (Specifications-Kept-Intact,) an automated system for preparing standardized facility construction specifications, which can be downloaded from <http://specsintact.ksc.nasa.gov/>.

5.2.1.1 Designation of UFGS on the Same Subjects.

Specifications on similar subjects that are not yet combined have an alpha designation after the UFGS section file name: "N" for Navy, "A" for Army, "F" for Air Force, and "S" for NASA (e.g., 05500A). These alpha designators facilitate management of specifications within the participating organizations and provide identification within WBDG, the Internet, and the SpecsIntact systems. The alpha designator does not mean the documents are not UFGS.

5.2.1.2 Designation of Other UFGS. Where only one participating organization has a guide specification on a particular subject, or where specifications have been combined into a single document, those specifications are identified by only the five-digit section file name (e.g., 09970) when approved by all participating organizations in accordance with 5.2.3.

5.2.1.3 Preparing Activity (PA) Assignments. Each UFGS shall be assigned a PA in accordance with agreements within the DWG and as approved by the CP. Each PA shall maintain the UFGS for which it is assigned in accordance with the policies of its organization and these management procedures. The PA shall be identified in the banner of each UFGS.

5.2.1.4 UFGS Master Databases. Each participating organization shall maintain a separate master database of the UFGS sections for which it is responsible. Database managers from each participating organization shall provide updated and new UFGS to the system database manager for monthly updates to the Internet index. Formal release of updated and new UFGS on CCB by CD-ROM and DVD will occur on a semi-annual basis.

5.2.1.5 UFGS System Master. A single UFGS system master shall be maintained by the system database manager. The UFGS system master shall be derived from the separate UFGS databases of each participating organization. The system database manager shall incorporate changes provided by the database managers of the participating organizations, perform all release processing, prepare all WBDG and Internet indexes, and perform other functions associated with maintenance of the UFGS system master.

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5.2.1.6 UFGS Master Index. A UFGS master index shall be maintained on WBDG and on the Internet, with links to the actual documents. The database manager develops the Internet index and links it to the compressed SEC files and to the Adobe Acrobat (.PDF) files residing on the UFGS master server.

5.2.2 UFGS General Maintenance Fund. Each participating organization must budget and obligate funds for general maintenance of the UFGS for which they are responsible. These funds cover changes of a minor and unplanned nature in response to suggestions and comments. Each participating organization shall develop a procedure for distribution of funds to the technical representatives.

5.2.3 Document Approvals and Publication. When a UFGS is created or changed, it shall be coordinated electronically among the participating organizations identified in 4.4. It is the responsibility of the PA and the DWG to produce UFGS within the funds provided, meet established schedules, obtain the agreement of the participants, and produce technically adequate documents. In the event of a disagreement that cannot be resolved within the DWG, the matter shall be submitted to the CP.

5.2.3.1 Draft UFGS Review. After drafting a new or revised UFGS, the PA's technical representative shall e-mail a copy of the draft UFGS to the PA's technical proponent and to the technical proponent and technical representative for the other participating organizations for review and comment. A complete list of all UFGS with the associated technical proponents is available on the UFGS home page.

5.2.3.2 Draft UFGS Comment Period. The technical representative and technical proponent from each of the other participating organizations shall coordinate their review and provide a single set of comments by e-mail to the PA's technical representative within four weeks of receipt of the draft UFGS.

5.2.3.3 Final UFGS Submittal. The PA's technical representative shall incorporate all comments into the UFGS. Any questions or disagreements shall be discussed directly with the technical proponent who forwarded the comment and resolved. Upon completion of the final UFGS, the technical representative shall forward the document to the PA's database manager for final processing. At the same time, a courtesy copy of the UFGS shall be forwarded to each of the reviewers who provided comments. No additional comments are desired at this time. When they are satisfied that their comments have been incorporated, the technical proponents of the other participating organizations shall e-mail their concurrence to the PA's technical proponent.

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The PA's technical proponent shall retain verification of this concurrence.

5.2.3.4 Approval Controls. Only specifications approved through this process shall be placed in the UFGS system master or in the PA databases.

5.2.4 Reporting. The UFGS system database manager shall post a quarterly report of new or changed specifications on the UFGS home page.

5.2.5 Changes. Changes to a UFGS shall be coordinated with all participating organizations in accordance with 5.2.3, with the following exceptions. If the changes consist only of updated references, SpecsIntact format changes, or non-technical text changes, the changes may be made without coordination of the document. All other changes shall be coordinated with counterparts in the other participating organizations. The technical proponents have the right to request adjustments to any UFGS.

5.2.6 Automated Updating of Reference Publications: A system has been established to automatically update reference publications cited in UFGS through the use of the SpecsIntact software. Under the process, all reference publications cited in the UFGS database will have uniform designators, and the latest issue of all publications referenced in UFGS will be maintained in a Unified Master Reference List (UMRL). The updated UMRL will be used by the SpecsIntact software to perform reference updating of the complete UFGS master on a periodic basis. The same process will be applied to new and revised UFGS sections as the sections are processed for entry into the UFGS master. E-mail notifications will be sent to the technical representatives of the affected UFGS (with a copy to the technical proponents) who will have two weeks to review the changes before the documents are released into the UFGS database.

5.2.7 Suggestions and Comments. Submission of suggestions and comments, responses to suggestions and comments, and incorporation of changes in UFGS will be through an Internet-based process. Recommended changes with supporting rationale should be sent electronically to the respective service proponent office using the **Criteria Change Request (CCR)** form at <http://65.204.17.188//report/doc ufc.html>. Comments originating from a participating organization will be forwarded by the suggestion/comment program to the technical proponent of that organization. If the comment has merit, the technical proponent will forward the comment to the PA's technical proponent for action. Comments from parties outside the participating organizations (e.g., industry representatives, architect-engineers) will be forwarded to the PA's technical proponent.

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The technical proponent will evaluate the comments and forward them to the technical representative if they have merit.

5.2.7.1 Comment Resolution. It is the responsibility of the technical representative to review the comment, determine if it merits research and incorporation, and estimate the effort required to incorporate the change.

5.2.7.2 Level of Effort and Funding. If the technical representative determines that the changes to the UFGS will be extensive, a funding request shall be made in that organization's criteria budget for the following fiscal year. If approved, the changes will be incorporated by the technical representative at that time. If the technical representative determines that the changes are minor, he or she will accomplish the work using the organization's UFGS general maintenance funds.

5.2.7.3 Response to Reviewers. The technical representative shall respond electronically to reviewers' comments with information about proposed actions as soon as possible.

6. NOTES

6.1 Additional Compliance Documents. Appendix B contains a listing of executive orders, public laws and other documents to which UFC and UFGS must comply.

6.2 Subject Term (Key Word) Listing.

- Construction Criteria
- Guide Specifications
- Unified Facilities Criteria
- Unified Facilities Guide Specifications

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APPENDIX A

NAVY UFC WAIVER & EXEMPTION PROCESS

A.1 General. This appendix prescribes the process for requesting waivers and exceptions to individual requirements in UFC.

a. Blanket waivers and exceptions may be authorized by NAVFAC for specific UFC requirements, unless noted otherwise.

b. Waivers and long-term exceptions are self-canceling on the expiration dates stated in the approval letters, unless NAVFAC approves extensions. Cancellations do not require NAVFAC or CNO approval.

c. Naval activities shall direct all waiver and exception requests related to the design, construction and modification (including upgrades and major renovations) of buildings to NAVFAC Headquarters Office of the Chief Engineer (CHE) via their chain of command, through the respective NAVFAC Echelon 2 Command. The NAVFAC Engineering Innovation and Criteria Office, acting under the authority of CHE will coordinate with key stakeholders (such as HQUSMC, CNI, CFFC, and CNO) and other authorities having jurisdiction (AHJ) and provide interpretation of criteria and recommendations for approval/disapproval to CHE. Requests failing to obtain NAVFAC endorsements recommending approval will be returned to the requesting activity with copies to the chain of command along with justification for the disapproval. CHE will provide final approval for all waivers, exceptions, exemptions, and deviations similar to the original document approval.

A.2 Waiver and Exception Process. Requests for waivers and exceptions will be submitted as set forth below.

a. Requests for waivers of specific requirements will be submitted via the chain of command through NAVFAC Echelon 2 commands to NAVFAC Headquarters for consideration. The waiver request must include a complete description of the problem and compensatory measures/ alternative procedures, as appropriate. Approved requests will normally be for a period of 12 months. Extension of the waiver (normally for 12 months) must be requested via the chain of command and approved by NAVFAC Headquarters in concert with key stakeholders such as CNO.

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Waiver extension requests shall refer to previous correspondence approving initial and previous extensions, as appropriate.

b. Requests for exceptions to specific requirements due to permanent or long-term (36 months or longer) inability to meet a specific requirement must be forwarded via the chain of command through NAVFAC Echelon 2 commands to NAVFAC Headquarters for consideration. Each exception request will include a description of the problem and compensatory measures and procedures to be employed. Exception requests will be reviewed and endorsed by each echelon in the chain of command. If an endorser does not recommend approval of the request, the endorser should return the request to the originator. The same applies to any requests for extension of previously approved long-term exceptions. Correspondence that requests extension of previously approved long-term exceptions will include a reference to the initial NAVFAC approving correspondence.

c. In other countries the host nation may have ultimate responsibility for certain aspects of criteria. For example, the host nation may be responsible for perimeter security for Navy activities located there, and Navy authorities may not be able to implement certain requirements set forth in the antiterrorism standards. In those instances, formal exceptions are not required. However, the parent Echelon 2 command must review the situation and determine what, if any, measures are appropriate to take to compensate for measures not allowed by the host nation.

d. The initiating command will assign a waiver or exception number per subparagraph "e" below. All information requested below must be provided in waiver, waiver extension, and exception (permanent and long-term) requests. Requests will be in letter format, and all elements of subparagraph "f" will be specifically addressed. Non-applicable elements shall be noted as "N/A."

e. Each waiver or exception request will include the assignment of waiver or exception numbers in order to provide a ready unique identification of any given waiver or exception with respect to the activity involved and the initial year of the request. Any request for extension of a previously approved waiver or exception will use the same number assigned to the original waiver or exception approval. Each waiver or exception will be identified as follows:

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(1) The first six digits, beginning with the letter "N" for Navy represent the Unit Identification Code (UIC) of the activity initiating the request.

(2) The next digit is either "W" for waiver or "E" for exception.

(3) The next two digits represent the serial number of the request, beginning annually on 1 January with 01. Waiver and exception numbers will run sequentially together, e.g., W01-04 followed by E02-04, then E03-04, W04-04, etc. This allows activities in the reviewing chain of command to exercise their discretion to change an exception request to a waiver request, and vice versa, without having to re-coordinate the number with the requesting activity.

(4) Original numbers assigned long term exceptions and waivers will be used when requesting exception or waiver extensions.

(5) The last two digits identify the calendar year of the request. Example:

N01234-W01-04

N = Navy activity

UIC= **01234** (Navy UIC)

W = Waiver ("E" for exception)

01 = 1st waiver (or exception) request of calendar year

04 = 2004 (year initial waiver/exception requested)

f. The following format is prescribed for waiver and exception requests, as applicable:

(1) Line 1 - Waiver/Exception request number.

(2) Line 2 - Statement of waiver/exception requirement and references to chapter, section, and paragraph in the UFC that cannot be met. Ensure that type of request is clearly identified as either "Temporary" or "Permanent" as defined above.

(3) Line 3 - Justification/Specific description of condition(s) that caused the need for the request, and reason(s) why the applicable criteria of the UFC cannot be met. Provide a

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rationale for the request, including specific impacts upon operations, mission requirements, safety, and/or environment.

(4) Line 4 - Description of the physical location of affected facilities or areas. Identify structures individually by building number.

(5) Line 5 - Identify interim/permanent mitigating measures /alternatives in effect or planned. Measures /Alternatives may be operational or technical. Provide a record of all alternatives considered, their consequences, necessary mitigative efforts, and evidence of coordination.

(6) Line 6 - Identify and describe the impact on mission critically and any problems that will interfere with safety or operating requirements if the request is not approved.

(7) Line 7 - Identify resources, including estimated cost / life cycle / cost benefit, to eliminate the request.

(8) Line 8 - Identify actions initiated or planned (local capability or other) to eliminate the request and estimated time to complete.

(9) Line 9 - Provide point(s) of contact to include name, rank/grade, DSN and commercial phone numbers, and e-mail address.

g. Waiver and Exception Records. NAVFAC shall maintain a complete record of all waiver and exception requests and their disposition (approved or disapproved). A list of waivers and/or exceptions to be requested and those approved for a specific project should be included in the project documentation prepared by the program manager, planning official or design agent. Waivers must be reviewed annually.

h. Exemptions from Waivers. Directive words (e.g. shall, will, must, provide, etc.) indicate that the criterion is mandatory. However, certain criteria use the terms "should", "may" which indicates that the criteria is recommended and not mandatory, thus not requiring a request for waiver or exception.

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APPENDIX B

ADDITIONAL COMPLIANCE DOCUMENTS

B.1 As noted in Section 1.3, UFC and UFGS will be developed in compliance with and will implement the requirements contained in the following Public Laws (P.L.), Executive Orders (E.O.), Code of Federal Regulations (CFR), Department of Defense Instructions (DODI) and Department of Defense Directives (DODD) or other higher authority documents as applicable. Copies of P.L., E.O., and CFR may be obtained from the following web sites:

http://www.archives.gov/federal_register or <http://thomas.loc.gov/>. Copies of DODI and DODD may be obtained from the DoD Directives and Records Division, Washington Headquarters Services website at <http://www.dtic.mil/whs/directives/>.

An additional resource is The Real Property Management website at <http://tsc.wes.army.mil/rpm>, which is an effort to research and present all legal statutes and documents concerning real property management. The web site is organized into two main sections. The first main section is Laws, which comprises United States Codes and Executive Orders. The second section, Policy Documents, comprises DOD, NAVFAC, Army and NASA Documents. The link between the statutes and the DOD documents is the Traceability Matrix that identifies the DOD and other service documents that implement each statute.

[P.L. 90-480](#), Architectural Barriers Act of 1968 [Ensures certain buildings financed or leased by Federal agencies are constructed (or renovated) so they will be accessible to the physically handicapped.]

[P.L. 91-596](#), Occupational Safety and Health Act of 1970, [Assures safe and healthful working conditions for working men and women.]

[P.L. 93-112](#), Rehabilitation Act of 1973, Section 504 [Prohibits discrimination on the basis of handicap in programs and activities conducted or assisted by the Federal Government.]

[P.L. 95-82](#), Section 607, Military Construction Authorization Act of 1978 [Deals with Base Realignments. Major base realignments have a significant impact on the surrounding community and therefore decisions regarding base realignments should be made carefully with adequate public participation.]

[P.L. 95-620](#), Power plant and Industrial Fuel Use Act of 1978 [Provides guidance to reduce the importation of

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petroleum, conserve natural gas and petroleum, and to encourage the use of coal and other alternative fuels.]

[P.L. 96-95](#), Archeological Resources Protection Act of 1979, 31 October 1979 [Furtheres the policies of the Historic Sites Act of 1935 by providing for the preservation of cultural resources that may be damaged by federal or federally authorized construction activities.]

[P.L. 97-214](#), Section 2857, Use of Solar Energy Systems [Encourages the use of energy systems using solar energy or other renewable forms of energy as a source of energy for military construction projects.]

[P.L. 100-42](#), Power plant and Industrial Fuel Use Act of 1978, Amendment [Excludes industrial facilities and intermediate load power plants from any Fuel Use Act requirements.]

[P.L. 101-336](#), Americans with Disabilities Act of 1990 [Prohibits discrimination of individuals based on disability. It requires public facilities and transportation services to be accessible to individuals with disabilities and prohibits discrimination in employment of qualified individuals with disabilities.]

[P.L. 102-386](#), Federal Facility Compliance Act of 1992, 06 October 1992, [Amends the Solid Waste Disposal Act to clarify provisions concerning the application of certain sanctions and requirements to federal facilities.]

[P.L. 104-106](#), section 4306, Value Engineering for Federal Agencies, 10 February 1996 [Mandates each agency to establish and maintain cost-effective value engineering procedures and processes.]

[P.L. 104-113](#), National Technology Transfer and Advancement Act of 1995, 07 March 1996 [Defines how the Federal Government can help United States business to speed the development of new products and processes by entering into cooperative research and development agreements which make available the assistance of Federal laboratories to the private sector. Mandates that agencies compare private sector standards with the standards adopted or recognized by the Federal Government and to coordinate the use by Federal agencies of private sector standards, emphasizing the use of standards developed by private, consensus organizations.]

[P.L. 104-289](#), Savings in Construction Act of 1996 [Provides specific metric requirements for Federal construction projects. It mandates changes in policy for

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acquisition of construction products on Federal facilities, as well as creating an agency ombudsman to respond to complaints from prospective bidders, subcontractors, suppliers, or their designated representatives regarding the use of metric standards and materials.]

[P.L. 105-85](#), Section 670, Sikes Act as Amended, Conservation Programs on Military Installations, 18 November 1997 [Prescribes that the Secretary of Defense and the heads of military agencies shall carry out programs to ensure the conservation and rehabilitation of all natural resources on military installations.]

[P.L. 105-203](#), Sections 461 to 467, Historic Sites, Buildings, and Antiquities Act, 21 August 1935 [Sets national policy to preserve for public use historic sites, buildings, and objects of national significance and provided procedures for designation, acquisition, administration and protection of such sites.]

E.O. 1259, 25 October 1910 [Prescribes that all plans for government buildings in the District of Columbia be submitted to the Commission of Fine Arts for comment and advice.]

E.O. 1862, 28 November 1913 [Prescribes that plans for new federal buildings in the District of Columbia which affect the appearance of the City, and cases where any question of Art in the Federal Government is concerned, be submitted to the Commissioners of Fine Arts for advice and comment.]

[E.O. 11246](#), Equal Employment Opportunity (1965. 30 Fed. Reg. 12319) [Sets policy to prevent Federal contractors from discriminating against any employee or applicant for employment because of race, color, religion, sex, or national origin.] Amended by Executive Order 13279 on 12 December 2002.

[E.O. 11514](#), Protection and Enhancement of Environmental Quality, 05 March 1970 [Mandates that the Federal Government provide leadership in protecting and enhancing the quality of the Nation's environment to sustain and enrich human life. Federal agencies to monitor, evaluate and control agency activities on a continuing basis to protect and enhance the quality of the environment.]

[E.O. 11593](#), Protection and Enhancement of the Cultural Environment, 15 May 1971 [Furtheres the National Environmental Policy Act of 1969 (NEPA), the National Historic Preservation Act of 1966, and the Antiquities Act

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of 1906 by requiring Federal Agencies to administer cultural properties under their control and direct their policies so that federally owned sites, structures, and objects of historical, architectural, or archeological significance are preserved, restored, and maintained.]

[E.O. 11988](#), Floodplain Management, 24 May 1977 [Requires each agency to provide leadership and take action to reduce the risk of flood loss, minimize the impact of floods on human safety, health, and welfare, and restore and preserve the natural and beneficial values served by floodplains in carrying out the agency's responsibilities.]

[E.O. 11990](#), Protection of Wetlands, 24 May 1977 [Requires each agency to provide leadership and take action to minimize the destruction, loss or degradation of wetlands, and to preserve and enhance the natural and beneficial values of wetlands in carrying out the agency's responsibilities.]

[E.O. 12088](#), Federal Compliance with Pollution control Standards, 13 October 1978 [Ensures that all necessary actions are taken for the prevention, control, and abatement of environmental pollution with respect to federal facilities and activities under the control of the agency.] Revoked in part by Executive Order 13148 On 21 April 2000.

[E.O. 12114](#), Environmental Affects Abroad of Major Federal Actions, 04 January 1979 [Enables responsible officials of federal agencies having ultimate responsibility for authorizing and approving actions of pertinent environmental considerations and to take such considerations into account, with other pertinent considerations of national policy in making decisions regarding such action.]

[E.O. 12196](#), Occupational Safety and Health Programs for Federal Employees, 26 February 1980 [Requires that Heads of Agencies furnish places of employment and conditions that are free from recognized hazards. This includes designing for future safe maintenance of facilities.] Amended by Executive Order 13225 on 28 September 2001.

[E.O. 12512](#), Federal Real Property Management, 29 April 1985 [Directs all Federal agencies to establish policies and systems of accountability for real property. Includes the management, review, improvement and disposal of real property.]

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[E.O. 12580](#), Superfund Implementation, 23 January 1987 [Provides implementing procedures for the coordination of response actions for release of hazardous substances into the environment.] Amended by Executive Order 13286 On 28 February 2003 to insert "Department of Homeland Security" after "Department of Energy," and striking "Federal Emergency Management Agency" in section 1(a)(2). Also amended by E.O. 13308 to delegate responsibilities for certain aspects to parties other than the President.

[E.O. 12770](#), Metric Usage in Federal Government Programs, 25 July 1991, [Implements the congressional designation of the metric system of measurement as the preferred system of weights and measures for United States trade and commerce.]

[E.O. 12941](#), Seismic Safety of Existing Federally Owned or Leased Buildings, 1 December 1994 [Sets minimum acceptable levels for seismic safety in construction and in mitigating unacceptable seismic risks in buildings.]

[E.O. 13006](#), Locating Federal Facilities on Historic Properties in Our Nation's Central Cities, 21 May 1996 [Encourages locating Federal facilities in historic districts and historic properties by giving first consideration to historic properties, and developed or undeveloped sites within historic districts.]

[E.O. 13058](#), Protecting Federal Employees and the Public from Exposure to Tobacco Smoke in the Federal Workplace, 13 August 1997 [Establishes the policy of a "smoke-free" environment to protect federal government employees and members of the public from exposure to tobacco smoke.]

[E.O. 13101](#), Greening the Government through Waste Prevention, Recycling and Federal Acquisition, 03 June 1999 [Directs the Heads of Agencies to incorporate waste reduction and recycling into the agency's daily operations and work to increase and expand markets for recovered materials. Directs Federal agencies to favor the cost-effective purchase and use of environmentally preferable products and services.]

[E.O. 13123](#), Greening the Government through Efficient Energy Management, 03 June 1999 [Promotes energy efficiency, water conservation and the use of renewable energy products and helps to foster markets for emerging technologies. Sets goals for reduction of greenhouse gases, petroleum use and source energy use as well as goals for energy efficiency and renewable energy use.]

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[E.O. 13148](#), Greening the Government through Leadership in Environmental Management, 21 April 2000 [Directs the heads of Federal agencies to take environmental considerations into account in day-to-day decision making and long term planning processes. Sets goals for environmental management, compliance, right-to-know and pollution prevention, toxic chemical release reduction, hazardous substance and toxic chemical use reduction, ozone depleting substance use reduction, and environmentally and economically beneficial landscaping.]

[E.O. 13149](#), Greening the Government through Federal Fleet and Transportation Efficiency, 21 April 2000 [Ensures that the Federal Government exercises leadership in improvements in vehicle fleet fuel efficiency and alternative fuel vehicles. Establishes goals for reduced petroleum fuel consumption and vehicle performance.]

[E.O. 13212](#), Actions to Expedite Energy-Related Projects, 18 May 2001 [Established an interagency task force for monitor and assist all agencies in their efforts to expedite their review of permits or similar actions to accelerate the completion of energy-related projects, increase energy production and conservation, and improve transmission of energy.] Amended by 13302 to include pipeline safety and repair projects, and also revisions in the members of the Interagency Task Force.

[E.O. 13221](#), Energy Efficient Standby Power Devices, 31 July 2001 [Requires all agencies, when they purchase commercially available, off-the-shelf products that use external standby power devices, or that contain an internal standby power function, to purchase products that use no more than one watt in their standby power consuming mode.]

[E.O. 13225](#), Continuance of Certain Federal Advisory Committees, 28 September 2001 [Amends E.O. 12196 by providing a continuation of the Federal Advisory Council on Occupational Safety and Health until 30 September 2003.]

[E.O. 13287](#), Preserve America, 3 March 2003 [Established the policy of the Federal Government in providing leadership in preserving America's heritage by actively advancing the protection, enhancement, and contemporary use of the historic properties owned by the Federal Government, and by promoting intergovernmental cooperation and partnerships for the preservation and use of historic properties.]

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[10 CFR 435](#), Energy Conservation Voluntary Performance Standards for New Commercial and Multifamily High Rise Residential Buildings, Mandatory for New Federal Buildings, 30 January 1989 [Establishes energy conservation voluntary performance standards for the design of new commercial and multifamily high rise residential buildings.]

[10 CFR 436](#), Federal Energy Management and Planning Programs [Establishes procedures for estimating and comparing the life cycle costs of alternatives and determining the cost effectiveness and ranking of energy conservation measures for both new Construction and retrofit.]

[29 CFR 1910](#), Occupational Safety and Health Standards for General Industry [Contains occupational safety and health standards which have been found to be national consensus standards or established Federal standards.]

[29 CFR 1915](#), Occupational Safety and Health Standards For Shipyard Employment [Prescribes safety and health regulations for employees issued pursuant to section 41 of the Longshoremen's and Harbor Workers' Compensation Act, as amended, and occupational safety and health standards issued pursuant to section 6 of the Occupational Safety and Health Act of 1970.]

[29 CFR 1917](#), Occupational Safety and Health Standards for Marine Terminals [Sets safety and health regulations for employment within a marine terminal.]

[29 CFR 1918](#), Occupational Safety and Health Standards for Longshoring [Sets safety and health regulations for longshoring operations and related employments aboard vessels.]

[29 CFR 1926](#), Occupational Safety and Health Standards for Construction Industry [Sets safety and health standards promulgated by the Secretary of Labor under section 107 of the Contract Work Hours and Safety Standards Act.]

[32 CFR 85](#), Health Promotion [Establishes policy on smoking in DoD occupied buildings and facilities.]

[DODD 1000.3](#), Safety and Occupational Health Policy for the Department of Defense, 29 March 1979 [Updates the established policy and guidance for the prevention of mishaps throughout the Department of Defense; redefines its scope; assigns broad responsibilities to strengthen

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defense readiness through such prevention; and provides for implementation within DoD of applicable public laws, executive orders, and Government regulations concerning safety and occupational health.]

[DODD 2000.12](#), DoD Antiterrorism/Force Protection (AT/FP) Program, 13 April 1999 [Updates DoD policies and responsibilities for implementing the DoD Combating Terrorism Program, pursuant to U.S. Government Printing Office Number 040-000-00494-7, "Public Report of the Vice President's Task Force on Combating Terrorism," February 1986.]

[DODD 4140.25](#), DoD Management Policy for Energy Commodities and Related Services, 20 April 1999 [Updates policy, responsibilities, and procedures for: (1) Managing bulk petroleum products storage, and associated facilities and establishing bulk petroleum inventory requirements and limitations. (2) Minimizing the number and complexity of petroleum fuels required, and increasing the use of commercial fuels, especially outside the continental United States.]

[DODD 4165.66](#), Revitalizing Base Closure Communities and Community Assistance, 12 February 1996, [Establishes policy and responsibilities under The President's Five-Part Plan to speed the economic recovery of communities where military bases are slated to close.]

[DODD 4205.1](#), Department of Defense Small Business and Small Disadvantaged Business Utilization Programs, 11 September 1996 [Updates policy and responsibilities, for implementing and managing the small business, small disadvantaged business, and women-owned small business utilization programs within the Department of Defense, to include historically Black colleges and universities and/or minority institutions.]

[DODD 4270.5](#), Military Construction Responsibilities, 2 March 1982 [Reissues reference DoD Directive 4270.5, Public Works Construction Responsibilities, 11 July 1955, and establishes policy and responsibilities for the use of DoD construction program facilities.]

[DODD 4270.33](#), Department of Defense Medical Facility Acquisition and Maintenance Board, 8 January 1980 [Establishes the Department of Defense Medical Facility Acquisition and Maintenance Board with the responsibilities, functions, and organization.]

[DODD 4270.34](#), Host Nation-Funded Construction Programs, 19 October 1982 [This Directive establishes policy and

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assigns responsibilities for DoD planning, programming, budgeting, developing technical criteria, and execution of host nation-funded construction programs as they related to U.S. military construction in the Pacific Command.

[DODD 4270.36](#), DoD Emergency, Contingency, and Other Unprogrammed Construction Projects, 17 May 1997 [Updates policy and responsibilities for DoD emergency contingency, and other unprogramed construction projects.]

[DODD 4275.5](#), Acquisition and Management of Industrial Resources, 6 October 1980 [Establishes uniform policy governing the acquisition and management of facilities, special tooling, and special test equipment, whether these industrial resources are acquired by and used solely within the Department of Defense or operated and used by a contractor. Assigns responsibilities for reviewing the use, maintenance, expansion, modernization, replacement, and disposal of industrial resources, with their related programming, budgeting, and financing procedures.]

[DODD 4710.1](#), Archaeological and Historic Resources Management, 21 June 1984 [Provides policy, prescribes procedures, and assigns responsibilities for the management of archeological and historic resources located in and on waters and lands under DoD control.]

[DODD 4715.11](#), Environmental and Explosive Safety Management on Department of Defense Active and Inactive Ranges Within The United States, 17 August 1999 [Establishes policy and assigns responsibilities for sustainable use and management of DoD active and inactive ranges located within the United States and the protection of DoD personnel and the public from explosives hazards on DoD active and inactive ranges located within the United States.]

[DODD 5010.33](#), Department of Defense Design Awards Program, 25 April 1979 [Updates the established annual Defense Design Awards Program for military construction projects.]

[DODD 5030.41](#), Oil and Hazardous Substances Pollution Prevention and Contingency Program, 1 June 1977 [Implements the Environmental Protection Agency (EPA) Regulations on Oil Pollution Prevention. Establishes a Department of Defense Oil and Hazardous Substances Pollution Prevention and contingency Program to reduce the likelihood of oil discharges form non-transportation-related onshore and offshore facilities into or upon the waters of the United States or adjoining shorelines.]

[DODD 5124.6](#), Quality of Life Executive Committee, 11

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September 1998 [Formalizes the Quality of Life Executive Committee and defines the roles and responsibilities of the Executive Committee in advising the Secretary of Defense on Quality of Life programs and services within the Department of Defense in the areas of pay and compensation, living environments, and community support programs of Military Service members and their families.] [DODD 6050.7](#), Environmental Effects Abroad of Major Department of Defense Actions, 31 March 1979 [Provides policy and procedures to enable DoD officials to be informed and take account of environmental considerations when authorizing or approving certain major federal action that do significant harm to the environment of places outside the United States.]

[DODD 6050.16](#), DoD Policy for Establishing and Implementing Environmental Standards at Overseas Installations, 20 September 1991 [Establishes policy, assigns responsibilities, and prescribes procedures for establishing the implementing environmental guidance and standards to ensure environmental protection at DoD installations and facilities in foreign countries.]

[DODD 6230.1](#), Safe Drinking Water, 24 April 1978 [Implements the provisions of the Public Health Service Act (as amended by P.L. 92-523, "Safe Drinking Water Act") for all public water systems owned or operated by the Department of Defense. Also sets forth policy and procedures for the protection and enhancement of the quality of drinking water, in accordance with the standards established by 40 CFR 141, 143, and 146. In addition, adds policy guidance on the fluoride content of DoD public water systems and assigns responsibility for its execution.]

[DODI 1010.15](#), Smoke-Free DoD Facilities, 9 December 1996 [Establishes policy, assigns responsibilities, and prescribes procedures for a smoke-free workplace for the Department of Defense under DoD Directive 1010.10.]

[DODI 4120.24](#), Defense Standardization Program (DSP), 18 June 1998 [Implements a Defense Standardization Program (DSP) as required by Sections 2451 and 2452 of title 10, United States Code, assigns responsibilities, and prescribes procedures; Designates the Director, Defense Logistics Agency (DLA), as the DoD Executive Agent for the DSP.]

[DODI 4165.3](#), Department of Defense Facility Classes and Construction Categories, 24 October 1978 [Establishes new Facility Classes and Construction Categories and to change the Unit of Measure or numerical code on a number of

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existing Facility Classes and Construction Categories. Establishes uniform Facility classes and Construction Categories together with a numerical code, for use in identification and classification of real property.]

[DODI 4165.14](#), Inventory of Military Real Property, 21 December 1966 [Provides uniform procedure for the establishment and maintenance of an inventory of real property (land and rights therein; buildings; and all other), and the preparation of an abridged inventory in summary form for use by interested offices of the Department of Defense and Congress.]

[DODI 4165.56](#), Relocatable Buildings, 13 April 1988 [Reissues DoD Instruction 4165.56, 3 April 1981 and updates DoD policy and procedures for the authorization, acquisition, use and disposition of relocatable buildings.]

[DODI 4165.57](#), Air Installations Compatible Use Zones, 8 November 1977 [Sets forth Department of Defense policy on achieving compatible use of public and private lands in the vicinity of military airfields and defines required restrictions on the uses and heights of natural and man-made objects in the vicinity of air installations. It also sets desirable restrictions on land use to assure its compatibility with the characteristics, of air installations operations, describes the procedures by which Air Installations Compatible Use Zones (AICUZ) may be defined, and provides policy on the extent of Government interest in real property that may be retained or acquired to protect the operational capability of active military airfields.]

[DODI 4165.65](#), Shelter for the Homeless Program, 30 October 1987 [Implements Title 10, United States Code, Section 2546, as DoD policy and states that it is DoD policy that shelters for the homeless may be established on military installations.]

[DODI 4165.67](#), Revitalizing Base Closure Communities - Base Closure Community Assistance, 1 May 2001 [Prescribes procedures to implement real and personal property disposal to assist the economic recovery of communities impacted by base closures and realignments.]

[DODI 4165.68](#), Revitalizing Base Closure Communities And Community Assistance - Community Redevelopment And Homeless, 27 May 1997 [Reissues DoD Instruction 4165.68, 4 March 1996, to continue the community-based process for addressing the need of the homeless at base closure and realignment sites pursuant to Public Law 103-421, as

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amended. Implements the process for identifying interest from State and local entities for property under a public benefit transfer.]

[DODI 4170.10](#), Energy Management Policy, 8 August 1991 [Updates DoD policy, assigns responsibilities, and prescribes procedure for DoD energy management.]

[DODI 6015.17](#), Planning and Acquisition of Military Health Facilities, 17 March 1983 [Updates the procedures used by the Military Departments to prepare project proposals for military health facilities and to secure approvals that such projects meet planning.]

[DODI 6055.1](#), DoD Safety and Occupational Health (SOH) Program, 19 August 1998 [Updates the policy, procedures, and responsibilities for administering a comprehensive DoD on-the-job occupational safety and health program.]

[DODI 7041.3](#), Economic Analysis for Decision Making, 7 November 1995 [Implements policy, and updates responsibilities and procedures for conducting cost-effectiveness economic analysis for evaluating the costs and benefits of investment alternatives under OMB A-94.]

[DODI 7045.7](#), Implementation of the Planning, Programming, and Budgeting System (PPBS), 23 May 1984 [Establishes procedural guidance in support for DoD Instruction 7045.14 for the formulation, submission, analysis, review, and approval of new and revised DoD plans, programs, and budgets.]

[DODI 7700.18](#), Commissary Surcharge, Nonappropriated Fund (NAF), and Privately Financed Construction Reporting Procedures, 16 July 2003 [Implements policy, assigns responsibilities, and prescribes reporting procedures for commissary surcharge, nonappropriated fund (NAF), and privately financed construction and reporting of capital investment programs.]

[DODI 7700.20](#), Commissary Surcharge, Nonappropriated Fund (NAF), and Privately Financed Construction Policy, 16 July 2003 [Establishes policy and assigns responsibilities for commissary surcharge, nonappropriated fund (NAF), and privately financed construction and reporting of capital investment programs.]

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CONCLUDING MATERIAL

CUSTODIANS:

NAVY - YD

ARMY - CE

AIR FORCE - AF-50

PREPARING ACTIVITY:

NAVY - YD

PROJECT NO.:

FACR - 5033

NOTE: The activities listed above were interested in this document as of the date of this document. Since organization and responsibilities can change, you should verify the currency of the information above using the ASSIST Online database at www.dodssp.daps.mil.