

# Real Property Data Reconciliation Requirements



**Office of the Deputy Under Secretary of Defense  
(Installations & Environment)**

**Business Enterprise Integration Directorate**

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## Executive Summary

The Deputy Chief Financial Officer (DCFO) memorandum, "Policy Change for Real Property Financial Reporting," October 16, 2008, revised the Department of Defense's (DoD) Financial Management Regulations (FMR) and aligned the Department's financial management requirements to the Federal Accounting Standards. To remain in compliance with these revisions, the Department must now report imputed costs, i.e., the attributed costs associated with the use and operation of DoD's real property assets when a tenant DoD Component uses the asset in its operations free of charge. Further, a joint memorandum issued by the DCFO and the Deputy Under Secretary of Defense (Installations and Environment) (DUSD (I&E)) established a timeline and a working group to develop a methodology for implementing the new policy. This methodology identified the reconciliation of real property records between the Military Departments, the Defense Agencies, and the Field Operating Activities ("Agencies and Activities") as a key initiative to enable successful implementation of the imputed cost reporting policy. This initiative is consistent with DoD Instruction 4165.14, "Real Property Inventory and Forecasting," which requires Defense Agencies and Field Operating Activities to annually reconcile all real property data for property occupied or used by their Agency or Activity with their supporting Military Department or Washington Headquarters Services (WHS).

In order to ensure compliance with DoD policies, as well as accurate reporting and accountability for Department's inventory of real property assets and associated costs, this document presents DoD's standard strategy for achieving reconciliation of real property information and records. The reconciliation of real property information will occur through a systematic process and governance structure, which will require gathering and comparing a standard set of real property information related to assets occupied and used by DoD Components other than the accountable Military Department or WHS. The process also includes documenting, analyzing, and tracking identified discrepancies until they are resolved, and will require cooperation and consensus between the accountable Military Department or WHS and Agencies and Activities to ensure all applicable real property records are validated in a clear and consistent manner.

## Real Property Asset Reconciliation Requirements

In accordance with 10 U.S. Code 2682, "Facilities for Defense Agencies"<sup>1</sup>, a real property facility used by an Activity or Agency of the Department of Defense (other than a Military Department) shall be under the jurisdiction of a Military Department designated by the Secretary of Defense. Thus, the Military Departments maintain the authoritative real property records for DoD. Simultaneously, the Agencies and Activities maintain pertinent real property information to support financial statement reporting requirements, budget formulation and execution, as well as daily operation and management of the assets they occupy and use in support of their missions.

To ensure accountability and completeness of the Department's property records and eliminate duplicate or erroneous recording and reporting of assets, DoD policy<sup>2</sup> requires an annual reconciliation of all real property data for property occupied or used by Defense Agencies or Field Activities with the supporting Military Department or WHS. The policy further mandates that all reconciliation be completed and all differences resolved with the appropriate Military Department or WHS not later than September 1 each year.

The DCFO memorandum, "Policy Change for Real Property Financial Reporting," October 16, 2008, requires DoD to report imputed costs. The subsequent joint memorandum issued by DCFO and DUSD(I&E) established a timeline and a working group to develop a methodology for implementing the new policy. The working group, with representation from OUSD(C), the Military Departments, WHS and those Agencies and Activities with standalone financial statements, established standard business processes, business rules, required and optional data for the reconciliation of real property data between Components.

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<sup>1</sup> 10 USC 2682: The maintenance and repair of a real property facility for an activity or agency of the Department of Defense (other than a military department) financed from appropriations for military functions of the Department of Defense will be accomplished by or through a military department designated by the Secretary of Defense. A real property facility under the jurisdiction of the Department of Defense which is used by an activity or agency of the Department of Defense (other than a military department) shall be under the jurisdiction of a military department designated by the Secretary of Defense.

<sup>2</sup> DoD Instruction 4165.14, Real Property Inventory and Forecasting, Paragraph 4.3.3

The working group identified the reconciliation of real property records as a key initiative to enable successful implementation of the imputed cost reporting policy. The reconciliation, when complete, accomplishes the following objectives critical to determining the imputed cost associated with a real property asset:

- All assets exist at the right location and the right size specified for the asset.
- All tenant Components and corresponding space allocations are accurately accounted for.
- All management responsibilities, such as which Components are responsible for funding acquisition, sustainment and operation of the asset, are accurately recorded.
- All acquisition and capital improvement costs and associated depreciation expenses are accurately recorded.
- All disposed assets have been removed from the records.

The following sections describe the phased approach to conducting the reconciliation of real property inventory information using a standard process.

### Reconciliation Strategy

The reconciliation strategy follows a systematic approach to ensure all accountable properties are validated and reconciled amongst the accountable and occupying Components and establishes a validated baseline to maintain. To establish this baseline, the reconciliation process will be conducted in phases to ensure a thorough implementation. Phase I will encompass the reconciliation between the occupying Agencies/Activities and the Military Departments and WHS, and Phase II will entail the internal reconciliation amongst Military Departments and WHS.

Each of these phases will consist of two major steps that are to be accomplished by each party. Both parties in the reconciliation must determine and gather key information such as assets occupied and/or used or within their control, their location, allotted space, and financial responsibilities. The tasks within each of these steps are detailed in Table 1. In summary, Step One defines the entities involved and the size of the properties, and Step Two documents what entities are reporting the assets and associated depreciation.

**Table 1 – Reconciliation Phases and Steps**

Phase I – Agency/Activity and Military Department Reconciliation		
Step	Agency/Activity Questions	Military Department Questions
One	<ol style="list-style-type: none"> <li>1. What assets do we occupy and where are they located?</li> <li>2. How much space do we occupy?</li> <li>3. Who are we paying to occupy the space and how much? <ul style="list-style-type: none"> <li>• operating</li> <li>• sustainment</li> <li>• capital improvement</li> </ul> </li> </ol>	<ol style="list-style-type: none"> <li>1. What property is in DoD control and what is the Military Department is accountable for?</li> <li>2. How large is it?</li> <li>3. Who is occupying it?</li> <li>4. How much space is each tenant occupying?</li> <li>5. How much are the tenants paying to occupy the asset and what are the requirements of the occupancy agreement?</li> </ol>
Two	<ol style="list-style-type: none"> <li>1. What assets and associated depreciation are recorded on Agency/Activity financial statements?</li> <li>2. Are the tenants in the buildings that Agency/Activity is reporting on its financial statement?</li> </ol>	<ol style="list-style-type: none"> <li>1. What assets and associated depreciation are recorded on Military Department’s financial statements?</li> <li>2. Where are assets and associated depreciation recorded if not on Military Department’s financial statements?</li> <li>3. Who is receiving sustainment funds for asset?</li> <li>4. Who is paying operating costs?</li> <li>5. Who is paying for capital improvements?</li> </ol>
Phase II - Military Department to Military Department Reconciliation		
Step	Occupying Military Department Questions	Accountable Military Department Questions

Phase I – Agency/ Activity and Military Department Reconciliation		
Step	Agency/ Activity Questions	Military Department Questions
One	<ol style="list-style-type: none"> <li>1. What assets do we occupy and where are they located</li> <li>2. How much space do we occupy?</li> <li>3. Who are we paying to occupy the space and how much? <ul style="list-style-type: none"> <li>• operating</li> <li>• sustainment</li> <li>• capital improvement</li> </ul> </li> </ol>	<ol style="list-style-type: none"> <li>1. What property the Military Department is accountable for?</li> <li>2. How large is it?</li> <li>3. Who is occupying it?</li> <li>4. How much space is each tenant occupying?</li> <li>5. How much are they paying to occupy the asset?</li> </ol>
Two	<ol style="list-style-type: none"> <li>1. What assets and associated depreciation is recorded on occupying Military Department’s financial statements?</li> <li>2. Are the tenants in the buildings that the Military Department is reporting on its financial statement?</li> </ol>	<ol style="list-style-type: none"> <li>1. What assets and associated depreciation are recorded on the accountable Military Department’s financial statements?</li> <li>2. Who is receiving sustainment funds for asset?</li> <li>3. Who is paying operating costs?</li> <li>4. Who is paying for capital improvements?</li> </ol>

## Reconciliation Data Requirements

The real property data elements that must be reconciled between the accountable Military Department or WHS and tenant Components consist of two distinct categories and shall be utilized by reconciling entities as applicable:

1. **Imputed Cost:** Minimum set of data elements required to be reconciled and maintained to support imputed cost reporting requirements.
2. **Budget Models:** Minimum set of data elements required to support Facility Budget Models (Facility Sustainment Model, Facility Operation Model, Facility Modernization Model). These data elements shall be utilized for reconciliation only if the tenant Component is responsible for funding sustainment, operation, recapitalization and/or restoration and modernization.

While all data that is used in the reconciliation process is required to be maintained in the real property inventory system of the Military Department and WHS, it was determined that some information was either optional or only situationally required to be maintained and reconciled by an occupying Agency/ Activity. Table 2 lists the data requirements as determined by the working group. In addition to the data element name and definition, the table also notes whether the data element is optional, and any business rules that are applicable to the use of that data element. These data elements represent a subset of the enterprise standards for real property inventory information referred to as Real Property Inventory Requirements (RPIR), established in 2005 through the real property transformation initiative led by the ODUSD(I&E). The occupying Agencies and Activities will reconcile and maintain all mandatory data elements in the standard format provided by RPIR. The Real Property Information Model (RPIM) can be accessed for related business rules and metadata for each data element. The Web address for the RPIM is <https://btaime.bta.mil/bg/login.jsp>. The data element definitions can be found in Appendix A of this document.

**Table 2 – Data Requirements**

Data Element Name	Facility Budget Models	Imputed Cost (see key)
Acquisition Fund Source Code		2
Acquisition Organization Code		2

Data Element Name	Facility Budget Models	Imputed Cost (see key)
Acquisition Original Asset Recorded Cost Amount		2
Address Street Direction Code		7
Address Street Name		7
Address Street Number		7
Address Street Type Code		7
Address Type Code	x	7
Address Unit Number		7
Asset Allocation Current Use CATCODE Code	x	
Asset Allocation Current Use FAC Code	x	1
Asset Allocation Size Quantity	x	1
Asset Allocation Size Quantity Certification Code	x	
Asset Allocation Size Unit of Measure Code	x	1
Asset Allocation Sustainment Fund Code	x	3
Asset Allocation Sustainment Organization Code	x	1
Asset Allocation User Organization Code	x	1
Capital Improvement Placed In Service Date		1
Capital Improvement Recorded Cost Amount		1
City Code	x	7
Construction Material Code	x	
Construction Type Code	x	
Country Code	x	7
County Code	x	7
Facility Built Date	x	
Facility Current Period Depreciation Amount		1
Facility Number	x	1

Data Element Name	Facility Budget Models	Imputed Cost (see key)
Facility Physical Quality Rate	x	
Facility Replacement Program Fund Code	x	
Facility Replacement Program Organization Code	x	
Facility Restoration and Modernization Program Fund Code	x	
Facility Restoration and Modernization Program Organization Code	x	
Facility Total Accumulated Depreciation Amount		2
Grant Authority Type Code		5
Grant Capital Lease Criteria Code	x	5
Grant End Date		5
Grant Maintenance Indicator	x	5
Grant Start Date		5
Grant Tenant Improvement Allowance Indicator		5
Grantee Organization Code	x	5
Grantor Organization Code	x	5
Installation Code	x	1
Installation Name	x	1
Installation Reporting Component Code	x	
Installation Virtual Indicator	x	
Instrument Number	x	
Operational Fund Source Code		6
Operational Funding Organization Code		1
Postal Code		7
Real Property Site Unique Identifier	x	1
Real Property Unique Identifier	x	1
Reimbursable Agreement Support Code	x	

Data Element Name	Facility Budget Models	Imputed Cost (see key)
RPA Command Claimant Code		1
RPA Financial Reporting Organization Code		1
RPA Historic Status Code		1
RPA Historic Status Date	x	
RPA Interest Type Code	x	1
RPA Name	x	7
RPA Operational Status Code	x	1
RPA Placed In Service Date		1
RPA Predominant Current Use CATCODE Code	x	
RPA Predominant Current Use FAC Code	x	7
RPA Preponderant Using Organization Code	x	
RPA Sustainability Code		
RPA Total Unit Of Measure Code	x	7
RPA Total Unit Of Measure Quantity	x	7
RPA Type Code		1
Site Code	x	7
Site Command Claimant Code	x	
Site Name	x	1
Site Primary Indicator	x	
Site Reporting Component Code	x	
State or Country Primary Subdivision Code	x	7
<b>KEY:</b> 1 - Mandatory for Services and Agencies 2 - Mandatory for Services and Acquiring Agencies 3 - Mandatory for Services and Sustaining Agencies 5 - Mandatory for Services and Any Agency obtaining leases 6 - Mandatory for Services and Any Agency funding operations 7 - Mandatory for Services, Optional for Agencies		

## *Reconciliation Process*

The reconciliation process entails the comparison between the authoritative source property information recorded by the Military Departments and WHS and the property information maintained by the Defense Agency or Field Activity that occupies, uses or sustains any portion of a real property asset under the control of the Military Department or WHS. This will ensure that pertinent information about those assets will be recorded identically for both the Military Department and the Agency. The reconciliation process is subject to a governance structure carried out by the ODUSD(I&E) and management representatives from the Military Services, WHS, Defense Agencies or Field Activities. Further, this process includes identifying and tracking discrepancies as well as monitoring progress toward final resolution. The shared management responsibilities and oversight ensures cooperation and consensus to successfully complete the reconciliation tasks.

In order to ensure the utmost consistency in the reconciliation process, a standardized set of processes must be utilized to complete the initial reconciliation of real property assets. A reconciliation process with standardized sub-processes was developed (Figure 1). Table 3 provides definitions of each sub-process.



**Table 3 – Sub-Process Definitions**

Sub-Process Name	Definition
Define Minimum Set of Information	This process involves the Office of the Secretary of Defense (OSD) determining the minimum set of data needed to ensure reconciliation of the real property assets that the Military Departments are accountable for and utilized by another Military Department, Defense Agency or Field Operating Activity.
Compile RP Asset Data Set for Submission	This process involves the Military Departments’ headquarters compiling and submitting information regarding all real property assets. It also involves the Agencies/Activities compiling information about the real property assets that they occupy or utilize. Currently the information compiled by the Agencies/Activities is based on the minimum required data set defined by OSD and is used in assisting with reconciliation of asset use data.
Compare Component Data to RPAD Assets and Attributes	This process involves OSD extracting information from the Real Property Asset Database (RPAD), analyzing the asset information between the Components submitted information, and reporting discrepancy information back to the respective Components for correction.
Review and Submit Discrepancies to Installation/Field Office	This process involves each Component receiving and validating the discrepancy information from OSD. The discrepancy will be resolved at the headquarters level and/or forwarded to the installation or field office for resolution and correction.
Develop and Maintain Discrepancy Log	This process involves OSD tracking the status of the discrepancies reported to the Components.
Reconcile Discrepancies and Report Progress	This process involves the installation or field office receiving and resolving discrepancies. During this process the installation or field office works with their partner Components to resolve real property asset information discrepancies. Status regarding the resolution of discrepancy information is reported back to headquarters within 45 calendar days of receipt of discrepancies from OSD.
Assist With Discrepancy Resolution	This process involves the Components’ headquarters working closely with their installations or field offices to ensure that the discrepancies of the real property asset information are reconciled.
Update Real property Record/Information	This process involves the installations or field offices updating their respective real property information systems to correct discrepancy information based on the agreed upon resolution prior to reporting status to headquarters.
Validate Property Record and Update Financial Information in Source System(s)	This process involves the Components headquarters validating that the installation or field office has updated the discrepancy information in their real property and or financial system.

Sub-Process Name	Definition
Develop and Report Status to OSD	This process involves the offices of the Component headquarters developing a status to OSD regarding resolution of real property use discrepancies. This status information will contain all real property assets reconciled, the reason and the expected resolution date for all remaining discrepancies. This information will be reported back to OSD within 60 calendar days of receipt of discrepancy information from OSD.
Review Updated Information Quarterly	This process involves OSD reviewing submitted real-time real property asset information within the RPAD to ensure that the Components' discrepancy information has been corrected. This review will be performed on a quarterly basis. All unresolved discrepancies are updated in the Discrepancy Log and forwarded to the Component based on the defined process.
Report Status and Issues to DGB	This process involves OSD reporting real property asset reconciliation status and issues to the Investment Review Board (IRB) members. The reporting information will include an overview of the progress made by the Components to include metrics. Reporting to the IRB will occur at least every 90 calendar days until determined not to be needed.
Maintain Resolution Documentation	This process is where the Component installation and or field office personnel ensure that the documentation to support the resolution of discrepancies exists and maintained in accordance with DoDI 4165.14 ,DoD FMR, and UFC 1-300-08 is sufficient for real property accountability and financial auditability.

## Glossary of Terms

Term	Definition
Accountable Military Department	The Military Department authorized under 10 USC 2682 to have jurisdiction over the real property asset. In accordance with DoDD 5110.4, for the purpose of the Pentagon Reservation, Washington Headquarters Services (WHS) shall be considered a Military Department.
Component	A Military Department, Combatant Command, Defense Agency, DoD Field Activity, or any other organization within the Office of the Secretary of Defense.
Real Property Inventory Requirements (RPIR)	A requirement for real property inventory that necessitates common business processes, standard data elements and definitions and business rules are used with respect to the accountability of the physical, legal, and financial characteristics of real property within the Department of Defense.
Tenant	A Military Department, Defense Agency, Field Activity or other entity that occupies or uses a real property asset where the accountable entity is a different Military Department. At a joint base, Military Departments are not tenants; they are either supporting or supported components. <sup>3</sup>

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<sup>3</sup> DCFO policy memo October 16, 2008: Policy Change for Real Property Financial Reporting

## Appendix A

The following data element definitions are included in the Real Property Information Model (RPIM) version 3.0. The Web address for the RPIM is <https://btaime.bta.mil/bg/login.jsp>.

Data Element Name	Data Element Definition
Acquisition Fund Source Code	A code used to identify the fund type(s) that will pay for acquisition of the real property asset.
Acquisition Organization Code	A code used to identify the organization(s) responsible for funding the acquisition of the real property asset.
Acquisition Original Asset Recorded Cost Amount	The acquisition cost plus all material amounts paid to bring the real property asset to its form and location suitable for its intended use.
Address Street Direction Code	The code that stands for the direction of the street of the address. Examples of the street direction that they represent are: N (North), NE (Northeast).
Address Street Name	The term commonly used to refer to the street of the ADDRESS.
Address Street Number	The designator that distinguishes one street address from another within the same street.
Address Street Type Code	The code that stands for the type of street of the ADDRESS.
Address Type Code	A code used to identify the type of address such as mailing address or POC address.
Address Unit Number	The designator that distinguishes one apartment or suite from another within the same street address.
Asset Allocation Current Use CATCODE Code	A Military Service designator that represents the current use by the assigned user of a specific portion of a real property asset . The CATCODE is utilized at the Service/Agency level.
Asset Allocation Current Use FAC Code	An OSD level designator that represents the current use by the assigned user of a specific portion of the real property asset.
Asset Allocation Shared Use Indicator	A value indicate whether an entity is a primary or secondary user of a specific space of a real property asset (e.g., the space has more than one user, but at different times, i.e. timesharing).
Asset Allocation Size Quantity	The quantity in terms of the associated unit of measure granted to the using organization associated with each assigned area use and user combination.
Asset Allocation Size Quantity Certification Code	The code indicating the quality assurance status of the Asset Allocation Size Quantity primary UM quantity in relationship to the current DoD Real Property Classification System (RPCS) Facility Analysis Category (FAC) Upper limit.
Asset Allocation Size Unit Of Measure Code	The Unit of Measure code used for the measurement of the assigned area size.
Asset Allocation Sustainment Fund Code	A code used to identify the fund type(s) that will pay for sustainment of the assigned portion of the real property facility.
Asset Allocation Sustainment Organization Code	A code used to identify the organization(s) responsible for funding sustainment of the assigned portion of the real property facility.
Asset Allocation User Organization Code	A code used to identify the organization using a specific portion of a real property asset.
Capital Improvement Placed In Service Date	The calendar date the improvement to a real property facility is available for use by DoD. The date on which a leasehold improvement (capital improvement) is made to a leased facility. On this date, the government assumes liability and the warranties begin for the capital improvement to which they have received title. Also includes date of leaseholds.
Capital Improvement Recorded Cost Amount	All costs incurred to bring the capital improvement to its form and location suitable for its intended use.
City Code	The code used to identify the city in which the real property asset or organizational unit is located or the city nearest to the asset. The nearest city shall be in the same county as the asset.
Congressional District Code	Congressional districts are legislatively defined subdivisions of a State for the purpose of electing representatives or delegates to the House of Representatives of the United States Congress. This does not apply to the Senate since Senators represent the entire state and that data is derived.
Construction Material Code	The primary building material used to construct a given real property facility.

Data Element Name	Data Element Definition
Construction Type Code	The code used to identify the type of construction for a given real property facility.
Country Code	The code used to identify the country in which the real property asset or organizational unit is located.
County Code	The code used to identify the county in which the real property asset or organizational unit is located. This code identifies Counties and equivalent administrative entities of the US, its possessions, and associated areas as defined by FIPS and found in the GSA GLCs or the county equivalent for countries not covered in the GSA GLCs. A county code is only unique if it is combined with a state code in the areas listed in the GSA GLCs or with the Country code for areas not in the GSA GLCs.
Disposal Actual Cost Amount	The total amount of money actually spent on a real property asset as a result of a disposal action.
Disposal Actual Proceed Amount	The total amount of money or other consideration received from the disposal of the real property asset.
Disposal Completion Date	The actual calendar date the disposal of the real property asset is completed and there is no additional administrative accountability. This is determined by the effective date of the instrument for the actual method of disposal.
Disposal Method Code	A code identifying the disposal method used for disposal of the Department's interest in the real property asset.
Disposal Recipient Code	The code representing the entity receiving the asset.
Disposal Recipient Name	The name of the person or organization that receives the disposed asset.
Disposal Start Date	This represents the calendar date of a legally enforceable and recognizable obligation to complete the disposal action or the date the operation has ceased, whichever comes later.
Disposal Status Code	A code used to track status of a real property asset disposal action.
Disposal Value	The value of the disposed real property asset.
Facility Built Date	The calendar date on which the original construction was completed for a facility.
Facility Current Period Depreciation Amount	The amount the facility has been depreciated for the current period.
Facility Number	A locally developed asset identification that is normally visible, either painted or by signage, on the exterior of a real property facility, used for visual identification of the facility.
Facility Physical Quality Rate	A percentage used to depict the physical capability of existing facilities as measured by a condition index. The Facility Physical Quality Rate represents a facilities restoration and modernization requirement but does not represent a facilities sustainment or new footprint requirement. The Facility Physical Quality Rate estimates will not contain any annual sustainment tasks or "deferred sustainment" costs, although they may contain restoration costs caused by deferred sustainment. The Facility Physical Quality Rate will also not represent costs to build out capacity deficits. Facility Physical Quality Rate will be in terms of the estimated cost to restore and modernize facilities to full-up "90-100 percent rating status.
Facility Plant Replacement Value Amount	The cost to replace a facility using current DoD facility construction standards.
Facility Replacement Program Fund Code	A code used to identify the fund type for replacement of the entire real property facility.
Facility Replacement Program Organization Code	A code used to identify the organization responsible for replacement of the entire real property facility.
Facility Restoration and Modernization Program Fund Code	A code used to identify the primary fund type used to restore degraded facilities to working condition or to upgrade (modernize) facilities to new standards or functions.
Facility Restoration and Modernization Program Organization Code	A code used to identify the organization responsible for funding restoration and/or modernization projects to the facility.
Facility Total Accumulated Depreciation Amount	The cumulative amount of all depreciation that has taken place on a particular real property facility up to the present time.

<b>Data Element Name</b>	<b>Data Element Definition</b>
Grant Authority Type Code	A code which indicates if an agency entered into a lease under its own independent statutory authority or under a delegation authority from GSA.
Grant Capital Lease Criteria Code	A code used to identify the reason(s) why the lease was classified as a capital lease.
Grant End Date	The last calendar date of occupancy allowed by the legal instrument or contract governing a grant.
Grant Maintenance Indicator	A code which identifies whether the Component that in-leases the asset has responsibility for maintaining the condition of the leased asset.
Grant Start Date	The calendar date that the original legal instrument or contract governing a grant is effective.
Grant Tenant Improvement Allowance Indicator	The designator signifying that a lease involves a Tenant Improvement Allowance being paid as part of the lease payment in excess of the base rent.
Grantee Organization Code	A code used to identify the organization to which the use rights have been granted (user/recipient/grantee).
Grantor Organization Code	A code used to identify the organization responsible for providing the grant (provider/grantor).
Installation Code	The code assigned by the Military Service (includes Washington Headquarters Services) or Agency used to identify the site or group of sites that make up an installation. This represents the official identifying code for a Service's installation.
Installation Name	The official identification or name applied to the entire installation, as used by the DoD and the Services to recognize the installation.
Installation Reporting Component Code	A code used to identify the Military Department/WHS that has statutory reporting responsibility for the Installation.
Installation Virtual Indicator	An indicator for identifying virtual installations that were created so that sites can be assigned to an installation. For example, Alabama National Guard is not a physical installation but a "virtual installation" to which all Alabama National Guard locations are assigned.
Instrument Number	The legal/official instrument designator assigned by one of the Services or GSA.
Land Predominant Use Code	A code used to identify the predominant use of the land.
Operational Fund Source Code	A code used to identify the fund type(s) that will pay for the operational functions of the real property asset.
Operational Funding Organization Code	A code used to identify the organization(s) that will pay for the operational functions of the real property asset.
Planned Programmed Fiscal Year Date	The Fiscal Year related to a future programmed event as identified in Planned Program Event Code.
Postal Code	Postal code of an address.
Real Property Site Unique Identifier	The unique identifier (UID) used to permanently identify a Site. This UID will be a Real Property Site Unique Identifier (RPSUID).
Real Property Unique Identifier	The real property unique identifier (RPUID) is a non-intelligent code used to permanently and uniquely identify a real property asset.
Reimbursable Agreement Support Code	A code used to identify a mission or specific of a category of facilities related to the Federal and State agreement for cost share of sustainment and operations support.
Restriction Type Code	A code used to identify the type of restriction on the real property asset to include Grant Use Restriction.
RPA Annual Operating Cost Amount	The annual operating costs , including: recurring maintenance and repair costs, utilities (electrical energy, gas, water, sewage) but excluding telecommunications costs, cleaning or janitorial costs, and roads/ grounds expenses (landscaping, snow removal, etc.).
RPA Command Claimant Code	A code used to identify the Service organization that has direct command authority over a real property asset.
RPA Financial Reporting Organization Code	A code used to identify the organization responsible to report and depreciate the original asset or capital improvement or both on its financial statements.
RPA Historic Status Code	A code used to identify the historical status of a real property asset.
RPA Historic Status Date	The calendar date that the real property asset's historic status was determined and/or declared in accordance with the corresponding Historic Status Code.

Data Element Name	Data Element Definition
RPA Interest Type Code	A code used to identify the type of interest that DoD holds in an asset.
RPA Mission Dependency Code	The value an asset brings to the performance of the mission as determined by the governing agency.
RPA Name	The common identification or name which may be taken from legal documents regarding the real property asset or from other naming convention.
RPA Operational Status Code	A code used to identify the current operational status of the real property asset. This includes consideration of the asset's capability to support the Service or tenant organization's required missions.
RPA Placed In Service Date	The calendar date the real property asset is available for use by DoD. On this date, an interim Transfer and Acceptance of Military Real Property document (DD Form 1354) is signed, title for assets listed on the acceptance form is transferred, and the punch list of additional work and certificate of occupancy by local authorities are attached to the acceptance form. On this date, the government assumes liability and the warranties begin for the asset to which DoD has received title.
RPA Predominant Current Use CATCODE Code	The Military Service CATCODE that represents the current use of the asset based on the largest quantity utilized for a single purpose.
RPA Predominant Current Use FAC Code	The OSD FAC Code that represents the current use of the asset based on the largest quantity utilized for a single purpose.
RPA Preponderant Using Organization Code	A code used to identify the organization using the largest quantity of a real property asset, having its own financial statement reporting requirement, and meeting preponderant user criteria.
RPA Sustainability Code	This is a code that reports whether or not an asset meets the sustainability goals set forth in Section 2 (f) of Executive Order 13423.
RPA Total Unit of Measure Code	The total unit of measure for the asset as defined by the DoD Facility Analysis Category (FAC) code.
RPA Total Unit of Measure Quantity	The numerical amount of the unit of measure (defined by the Military Services CATCODE or by the DoD FAC code).
RPA Type Code	A code used to identify the type of real property asset.
RPA Utilization Rate	The rate of utilization of a real property asset.
Site Code	The code assigned to the Site by the Service/WHS that has inventory control will sunset when UIDs are fully implemented across the enterprise. This is used to reference the Site in legacy systems.
Site Command Claimant Code	A code used to identify the Service organization (e.g., Major Command/Claimant) that has direct accountability over a site.
Site Name	The common identification or name for the site assigned by the Military Service, WHS, or Agency.
Site Primary Indicator	The designator that identifies the primary Site of the Installation. The Site on which the installations command operations is located.
Site Reporting Component Code	A code used to identify the Military Department/WHS that has statutory reporting responsibility for the site.
Site Rural Urban Code	The location designation of the real property asset based on the population of the city in which the real property asset is located or the city closest to the asset, as defined by GSA.
State or Country Primary Subdivision Code	The code used to identify the primary subdivision of a country such as a state, the District of Columbia, or a possession in which the real property asset or organizational unit is located.