Army Regulation 210–20

Installations

Master Planning for Army Installations

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Headquarters
Department of the Army
Washington, DC
30 July 1993

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SUMMARY of CHANGE

AR 210-20
Master Planning for Army Installations

This revision--

- Establishes the planning relationship between the installation commander and tenant units and supported activities (paras 1-9 and 1-14).
- Changes the name of the Installation Planning Board to the Real Property Planning Board (para 1-15).
- Defines the real property master planning concept and process (para 2-2).
- Establishes objectives of the master planning process (para 2-3).
- Integrates environmental planning concepts into the master planning process (para 2-7).
- Defines new components of the master plan (para 3-2).
- Initiates the concept of developing a real property investment strategy (para 3-4).
- Lists sources for contributory information and plans (para 3-8).

Headquarters
Department of the Army
Washington, DC
30 July 1993

*Army Regulation 210-[illegible]

Effective 31 August 1993

Installations

Master Planning for Army Installations

By Order of the Secretary of the Army:

GORDON R. SULLIVAN
General, United States Army
Chief of Staff

Official:

MILTON H. HAMILTON
Administrative Assistant to the Secretary of the Army

History. This UPDATE printing publishes a revision of this publication. Because the publication has been extensively revised, the changed portions have not been highlighted.

Summary. This regulation defines the real property master planning concept and requirement. It establishes policies, procedures, and responsibilities for implementing the real property master planning process. It specifies procedures for Real Property Master Plan (RPMP) development, approval, update, and implementation. It continues the requirement for the installation of Real Property Planning Boards. It also establishes a relationship between environmental planning and real property master planning in order to ensure that the environmental consequences of planning decisions are addressed. It establishes the requirement for complying with environmental documentation procedures.

Applicability. This regulation applies to the Active Army, the Army National Guard on Federal property, and the U.S. Army Reserve.

Proponent and exceptions authority. The proponent of this regulation is the Chief of Engineers. The Chief of Engineers has the authority to approve exceptions to this regulation that are consistent with the controlling law and regulation. The Chief of Engineers may delegate this authority in writing to a division chief within the proponent agency who holds the grade of colonel or the civilian equivalent.

Internal control systems. This regulation is subject to the requirements of AR 11–2. It contains internal control provisions but does not contain checklists for conducting internal control reviews. These checklists are being developed and will be published at a later date.

Supplementation. Supplementation of this regulation and establishment of command and local forms are prohibited without prior approval from HQDA, [illegible] WASH DC 20310-[illegible]

Interim changes. [illegible] regulation are not [illegible] authenticated by the [illegible] to the Secretary [illegible] stroy interim [illegible] date unless [illegible]

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Chapter 1
Introduction

Section I
Overview

1–1. Purpose

a. This regulation describes the Army's real property master planning process. It establishes the role of real property master planning and its relationship to the Planning, Programming, Budgeting and Execution System (PPBES).

b. It assigns responsibilities and prescribes policies and procedures relating to the development, content, submission, and maintenance of the Real Property Master Plan (RPMP) at all levels of command. It also defines policies and procedures for development of a Mobilization Component (MC) of the RPMP, which is an integral part of the installation mobilization plan.

c. It explains how a complete RPMP—

(1) Establishes the foundation for the management and development of an excellent installation.

(2) Provides the framework for analyzing and justifying maintenance and repair resource allocations.

(3) Helps justify all peacetime and mobilization construction and development activities on the installation.

(4) Forms an important management tool to ensure the efficient assignment, utilization, and disposal of real property assets.

(5) Provides a decision-making tool to identify requirements and alternatives for resolving real property deficiencies and excesses.

1–2. References

Required and related publications and prescribed and referenced forms are listed in appendix A.

1–3. Explanation of abbreviations and terms

Abbreviations and special terms used in this regulation are explained in the glossary.

Section II
Responsibilities

1–4. Assistant Secretary of the Army for Installations, Logistics and Environment (ASA(IL&E))

The ASA(IL&E) will provide broad policy and program direction guidance for master planning for Army installations.

1–5. Chief of Engineers (COE)

The COE will—

a. Develop real property master planning policy and procedures.

b. Publish and distribute the Army Stationing and Installation Plan (ASIP).

c. Develop and publish real property allowance analysis policy and procedures.

d. Budget and distribute funds for non-reimbursable support for the Real Property Master Plan (RPMP) process.

1–6. Commander, U.S. Army Corps of Engineers (USACE)

The Commander USACE will—

a. Develop real property master planning technical policy and procedures.

b. Prescribe supplemental procedures and guidance for the development of RPMPs by issuing Master Planning Instructions (MPIs).

c. Establish and publish real property allowance criteria that will be used, where available, in preparation of RPMPs.

d. Provide assistance to major Army commands (MACOMs), installations, and directorates of public works (DPW) (where implemented), through supporting divisions and districts, in the development and management of RPMPs.

e. Monitor MACOM management of installation implementation of RPMP policies and procedures through supporting divisions and districts.

f. Ensure contracting support is available when requested for the preparation of RPMPs. Monitor contract support through supporting divisions and districts.

g. Establish and present training courses and programs for master planners.

h. Develop and field planning tools, to include automated systems, which will assist in developing, analyzing, and maintaining RPMPs.

i. Budget and distribute funds for the mobilization component.

1–7. Commanders of major Army commands (MACOM)

Commanders of MACOM will—

a. Determine required installation RPMPs, and assign responsibilities for RPMP preparation.

b. Ensure that adequate staffing is available at the MACOM level to review installation RPMPs and that RPMPs are prepared in compliance with prescribed policies and guidance.

c. Ensure adequate funding is provided to support installation RPMP efforts and that installations commit adequate funds and staffing to prepare and maintain RPMPs.

d. Ensure that the ASIP accurately reflects—

(1) All units, organizations, and activities on installations under the MACOM control.

(2) All subordinate units, organizations, and activities that are assigned to installations belonging to other MACOMs.

e. Approve and validate RPMPs submitted by subordinate installations.

f. Approve master plans of subordinate activities which are tenants on installations controlled by another MACOM.

g. Ensure that the real property requirements of Department of Defense (DOD) tenant activities, particularly commissaries, medical activities, and those funded by the Defense Base Operations Fund (DBOF), are incorporated into the supporting installation's approved RPMP.

h. Ensure that major repair, minor construction, construction, and real property acquisition projects of subordinate installations are consistent with and included in the RPMP.

i. Establish maximum project dollar ceilings per fiscal year per installation for the Capital Investment Strategy (CIS) and the Short-Range Component (SRC) of the RPMP.

j. Provide guidance to installations for the preparation of real property reduction plans.

k. Participate during the development of the RPMP with the supporting USACE engineer district by—

(1) Reviewing scope of work for all RPMP documents prior to award.

(2) Providing input to the architect-engineer contractor selection process for contracted RPMP work.

(3) Reviewing all RPMP documents during development.

l. Ensure that installations with mobilization missions prepare a MC of the RPMP and that non-reimbursable support from the assigned engineer district is adequate.

m. Establish criteria for and approve Installation Design Guides (IDGs). Space planning criteria for medical facilities are published by the DOD Medical Facilities Office.

n. Submit an information copy of the CIS and SRC annually to Headquarters, Department of the Army (HQDA) in accordance with the annual HQDA program submission instruction memorandum.

o. Provide an associate member to the installation Real Property Planning Board (RPPB).

1–8. Commanders of installations

These commanders will—

a. Ensure the installation RPMP is prepared and submitted to the MACOM for approval.

b. Ensure that adequate funds and staffing are provided and committed to prepare and maintain the RPMP.

c. Establish a RPPB.

d. Prepare and submit the CIS and SRC to the MACOM. (See paras 3–4 and 3–5.)

e. Submit an information copy of the CIS and SRC to the supporting USACE division and district.

f. Ensure that the RPMP reflects the needs of the total installation population identified in the ASIP.

g. Ensure that all major repair, minor construction, construction, and real property acquisition projects, regardless of proponent or fund source, are consistent with and included in the approved RPMP.

h. Develop a real property disposal plan.

i. Review the RPMP MC annually and provide the MACOM a report of required changes and resource requirements.

j. Ensure that the real property needs of tenant units and supported activities are known and provided for in the RPMP. This requirement is particularly important for DOD activities, such as commissaries, medical activities, and those funded by the DBOF, which submit planning, programming, and budgeting documentation through other than installation channels.

k. Maintain an accurate real property inventory (RPI) upon which to base the RPMP.

l. Review and update the CIS as required based on changes in planning considerations and resources available to implement the plan.

m. Participate in the supporting engineer district architect-engineer selection boards for all RPMP contracts.

n. Ensure RPMP documents comply with the requirements of AR 210–70, paras 3–3 and 3–5, for intergovernmental coordination of the RPMP.

1–9. U.S. Army Corps of Engineers (USACE) Division Commanders

These commanders will—

a. Monitor support of the RPMP process provided by assigned districts and supporting DPW to ensure that in-house and contract RPMPs are prepared efficiently, cost effectively, on time, and satisfy customer requirements.

b. Ensure that technical guidance for implementing the RPMP process is being followed by assigned districts and supporting DPW.

c. Provide an associate member to the installation RPPB.

d. Coordinate and monitor non-reimbursable support funds distributed by COE and HQUSACE to districts.

1–10. U.S. Army Corps of Engineers (USACE) District Commanders

These commanders will—

a. Upon request, commanders will perform the following:

(1) Provide technical and engineering support in preparing and maintaining the RPMP.

(2) Prepare RPMP component plans, amendments, and special studies as requested by the customer.

(3) Provide reimbursable contract assistance, including statements of work, cost estimates, architect/engineer selection, contract supervision, and product reviews.

(4) During the development of RPMPs, review them for technical adequacy and provide recommendations resulting from the review.

(5) Reproduce RPMPs for supported installations on a reimbursable basis.

(6) Provide automated data processing support for RPMPs.

b. Provide status reports for ongoing RPMP actions to supported installations and MACOMs.

c. Conduct project design reviews of Military Construction, Army (MCA) projects for compliance with IDGs.

d. Provide an associate member to the installation RPPB if directed by the division.

e. Ensure supported installation participation in architect/engineer selection boards for all RPMP contracts.

f. Obtain MACOM and installation approval of contract scopes of work prior to contract award.

1–11. The Director, U.S. Army Engineering and Housing Support Center (EHSC)

Director, EHSC will—

a. Serve as the COE clearing house for questions and inquiries from the MACOMs and installations regarding issues addressed to USACE.

b. Provide assistance to MACOMs and installations in the development and management of RPMPs.

c. Establish and manage a career development program for planners.

d. Develop and field planning tools, to include automated systems, which will assist in developing, analyzing, and maintaining RPMP and water resources planning and management.

e. Serve as the Army Communities of Excellence (ACOE) liaison for engineering and housing services and facilities excellence, as they relate to planning and real property management.

f. Support HQDA, MACOMs, and installations in planning and facilities issues relating to base closure and realignment actions.

g. Upon request—

(1) Conduct on-site staff assistance visits.

(2) Perform reviews of planning and space utilization studies and programming documentation.

1–12. Directors of Public Works (DPW)

Where implemented, the directors of public works will—

a. Respond to requests from the installation commander for RPMP preparation and maintenance support.

b. Obtain installation commander approval of all master planning items.

1–13. Commanders of major assigned units, tenants, and supported activities

These commanders will—

a. Develop real property requirements to support their missions. Ensure these requirements are incorporated into the supporting installation's approved RPMP. This requirement is particularly important for tenant activities, such as commissaries, medical activities, and those funded by the DBOF, which submit separate planning, programming, and budgeting documents through other than installation channels.

b. Provide a voting member to the installation RPPB.

1–14. Members of the Real Property Planning Board (RPPB)

These individuals will—

a. Monitor development of the RPMP and make recommendations to the installation commander for approval.

b. Ensure that the RPMP addresses all real property requirements for all activities on the installation and within the supported area.

c. Ensure that the RPMP reflects changes in installation missions.

d. Ensure that the RPMP plans for growth or reductions in units and activities as reflected in stationing plans and in the ASIP.

e. Ensure installation architectural and design themes are in accordance with the IDG.

f. Make recommendations to the installation commander concerning the funding requirements for maintaining RPMP documents .

g. Advise the installation commander on priorities for project funding.

h. Consider the environmental effects of all decisions relating to the RPMP.

Chapter 2
Real Property Master Planning Process

2–1. Overview

a. Army installation commanders are the mayors of small cities. As such, they are the directors of change which will guide their communities into the next century. They must create a blue print to enable their installations to respond to future Army missions and community aspirations, while providing the capability to train, project, sustain, and reconstitute today's force.

b. Using the creativity of soldiers and civilians alike, commanders must develop new business practices to build enduring and continuously improving communities of quality facilities and excellent services. They must establish their installations as valued neighbors and trusted partners with surrounding communities. Installations must be recognized as environmental stewards for future generations. Such quality installations can be achieved by effective use of resources in a comprehensive investment strategy that is guided by the long-range and near-term investment goals and objectives of the commanders.

c. The Army must have facilities and a physical plant that support an overall environment of quality for the force and provides the power projection platforms necessary for national security. The installation commander's instrument for unifying planning and programming for installation real property management and development is the Real Property Master Plan (RPMP). Properly developed, the RPMP will chart a long-term investment strategy for achieving the installation commander's goals for providing excellent facilities and services for soldiers and their families, while supporting the Army's vision for current and future missions.

d. A well prepared RPMP expresses a long-term commitment to provide high quality, enduring installations, now and in the future. It is the key to executing that commitment.

2–2. Master planning and the Planning, Programming, and Budgeting Process

Installation real property master planning is based on the assigned installation missions and guidance contained in a variety of plans and other documents. These references, many of which are elements of the PPBES, establish trends, strategies, force structure, programs, and resource requirements upon which planners base long-range and short term plans. Among the plans and other documents are the following:

a. Army Long-range Planning Guidance (ALRPG).
b. Army Long-range Facilities Plan (ALRFP).
c. The Army Plan (TAP).
d. Program Objective Memorandum (POM).
e. Program and Budget Guidance (PBG).
f. Structure and Manpower Allocation System (SAMAS).
g. Army Stationing and Installation Plan (ASIP).
h. Resource Management Plan (RMP)/Annual Work Plan (AWP).
i. Unconstrained Requirements Report (URR)

2–3. Objectives

The objectives of real property master planning are to:

a. Establish a vision and future direction for efficiently managing and acquiring or reducing real property at Army installations in order to support effectively the mission, management processes, and community aspirations.

b. Establish power projection platforms that can react to any contingency and still reflect a quality environment in which to work and live, ensuring that human comfort and needs are not forgotten.

c. Establish a framework for managing limited resources. (RPMP components and submission requirements are described in detail in chap 3.)

d. Determine real property deficiencies and identify cost.

e. Relate installation development to local community development.

f. Identify activities and actions that may have environmental impacts. Require environmental analyses to ensure compliance with state and federal law or Status of Forces Agreement (SOFA).

g. Minimize turbulence in installation resource programming by programming efficiently based on PBG and command decisions.

h. Support the Military Construction, Army (MCA), Non-appropriated Fund (NAF), and Host Nation Construction programs and projected Real Property Maintenance (RPM) work plans by comparing existing real property to projected real property needs and other developmental or operational activities.

i. Advance the Army Communities of Excellence (ACOE) Program.

j. Ensure installations are capable of supporting assigned missions and future expansion capabilities.

2–4. Procedures

a. The real property master planning process produces the set of analyses which leads to the development of the RPMP. The process provides a means for the effective and orderly management of Army installations. Within the process, the master planner analyzes and integrates operational and developmental plans of engineer functional areas, other installation staff elements, assigned units, tenant activities, higher headquarters, and surrounding civilian communities. The RPMP is the principal real property management tool in support of overall installation operation, management, and development.

b. There are nine steps or procedures in the real property master planning process. They are to—

(1) Identify the assigned troop units, tenant activities, and community support organizations (the customers), their missions, and their needs.

(2) Apply criteria to the force structure to determine facility and other real property allowances.

(3) Identify real property assets.

(4) Determine real property deficiencies, excesses, and nonstructural needs (for example, utilities, training areas, and so forth).

(5) Define and evaluate alternatives to satisfy deficiencies, eliminate excesses, and satisfy nonstructural needs.

(6) Consider developmental constraints including environmental considerations.

(7) Identify preferred solutions to satisfy real property requirements.

(8) Develop programming actions for prioritization and approval.

(9) Involve the customer throughout the entire process.

2–5. Results

Following the real property master planning process creates a desirable military community in which to live and work. It also results in—

a. Providing timely and correct planning information and real property support for installation missions.

b. Developing cooperative and interactive inter-service and intergovernmental relationships.

c. Identifying, protecting and enhancing natural, cultural, and environmental resources; identifying environmental consequences of actions and environmental compliance issues; and providing good stewardship of the environment.

d. Justifying the programming in the POM of MCA, major repair, Military Construction, Army Reserve (MCAR), NAF, Army Family Housing (AFH) and other funded projects.

e. Establishing a framework for programming RPM.

f. Maintaining an accurate audit trail of real property master planning decisions and development.

g. Supporting ACOE.

h. Ensuring informed decision making.

i. Ensuring efficient land use and supporting maximizing facility utilization.

j. Maximizing installation return on investment.

k. Ensuring effective management and disposal of excess real property.

2–6. Mobilization planning

a. Installations with an assigned mobilization mission will prepare a Mobilization Component (MC) of the RPMP. (See para 3–6.)

b. Mobilization projects will be based on installation mobilization missions and workload levels. The Mobilization Stationing Planning System (MSPS) and the Mobilization Army Programs for Individual Training (MOB ARPRINT) will be used to establish the force strength for preparation of the MC. Only the sustained population, as shown in the MSPS and the MOB ARPRINT, will be used to justify mobilization projects.

c. Non-construction alternatives and expedient or temporary structures will be used to accommodate sudden population changes, surges, or peaks. Expedient or temporary construction will be disposed of when no longer needed for mobilization purposes.

d. Development of an area with permanent facilities as an integral part of the RPMP will take precedence over potential mobilization uses of the area.

e. Temporary buildings will not be retained solely to support mobilization.

2–7. Environmental, historic preservation, and natural resources considerations

a. The requirements of the National Environmental Policy Act (NEPA) will be integrated into the master planning process as early as possible. To achieve this, an environmental impact analysis of the master plan will be prepared. (See AR 200–2, chap 2.)

b. Master planning actions involving installations outside the continental United States (OCONUS) will conform with the provisions of AR 200–2, chapter 8.

c. Installation environmental, historic preservation, and natural resources management plans and documents will support the real property master planning process. (See AR 200–1, chaps 2 through 12, AR 420–40, chap 2, and AR 420–74, chap 8.)

2–8. Intergovernmental coordination

a. Installations will work with local and regional planning agencies to foster close and harmonious planning relations with adjacent communities. RPMPs for all continental United States (CONUS) installations (including Alaska and Hawaii) will be submitted for intergovernmental review to the agencies that are affected by the RPMP. (See AR 200–2, paras 7–1 and 7–4, AR 210–70, paras, 2–2 through 2–4, 3–3, and 3–5, and AR 420–74, paras 1–4 and 8–2, for specific coordination requirements and procedures.) Additionally, installation commanders will coordinate their RPMPs with local communities in order to—

(1) Minimize impacts of installation operations and development on those communities.

(2) Determine future growth patterns and development of the surrounding communities.

(3) Seek mutual compatible land uses and zoning to assure future installation viability.

b. Installations located in the National Capital Region (NCR) shall coordinate their RPMPs with federal activities and agencies as prescribed in AR 210–5, paragraphs 2, 6, 7, and 10.

c. In the development of the RPMP, state and local laws, policies, and regulations will be considered and incorporated in the RPMP as appropriate.

d. The results of Installation Compatible Use Zone (ICUZ) or Air Installation Compatible Use Zone (AICUZ) studies will be shared with local communities and will be referenced in the RPMP.

e. Where there is combined local community and Army installation interest in coordinated comprehensive land use planning, a Joint Land Use Study (JLUS) should be undertaken under the JLUS program sponsored by the Office of Economic Adjustment (OEA). Participation in this program is encouraged. Additional information is available from HQDA (DAEN–ZCI–P) WASH, DC 20310–2600.

Chapter 3
The Real Property Master Plan (RPMP) (RCS ENG–126 (R3))

3–1. Overview

a. Each installation will prepare a RPMP or, at MACOM direction, be incorporated into a RPMP.

b. The RPMP composes the installation commander's plan for the orderly management and development of the real property assets of the installation, including land, facilities and infrastructure. It documents the real property master planning process.

c. The RPMP incorporates concepts and information from many programs and sources to ensure that adequate real property support is provided to meet all assigned or projected missions for the installation. Mission requirements of other installation activities and tenants must be included in the RPMP. They will provide contributory information or plans to ensure that their real property needs are accommodated.

d. All programming actions for the lease, purchase, renewal, disposal, conversion, or construction of real property will be contained in and justified by the MACOM approved RPMP. Any project or program that changes the quantity or extends the life of real property assets will be included.

e. All real property projects requiring HQDA approval, including those of tenants, non-appropriated funded activities, and other separately funded activities, will be included in and sited in the MACOM approved RPMP.

f. The RPMP will provide for compatibility and versatility in land and facility uses to permit installation expansion, reduction, or changes in mission.

g. The RPMP will adhere to Army policy to maximize use of existing adequate facilities and to dispose of unneeded facilities. (See AR 405–70, chap 2.) No new construction will be proposed in the RPMP or authorized to meet an installation mission which can be supported by existing under-utilized adequate facilities, provided that the use of such facilities does not degrade operational efficiency.

h. The Army Stationing and Installation Plan (ASIP) will be used to establish the authorized peacetime strength of an installation.

i. All facility allowances and requirements analyses will be based on the real property inventory maintained either by the installation Director of Engineering and Housing (DEH) or the supporting Director of Public Works (DPW).

j. Army space planning criteria will be used to determine construction allowances for those facilities for which criteria have been developed. Criteria provide guidance on square footage allowances required to perform assigned missions. Criteria guidance is contained in the Army Criteria Tracking System (ACTS) (except for hospitals) which is available on the Programming, Administration, and Execution System (PAX). Variations from the guidance must be justified and approved by HQDA(DAEN–ZCI–P), WASH DC 20310–2600. Where facility allowance criteria does not exist, space estimates will be based on similar type facilities, analysis of comparable missions, or accepted industry practices and standards. Estimates must be fully justified. Real property requirements will be identified through direct interviews with units, functional proponents, and users. All requirements which are greater than criteria allowances will be fully justified by the user.

k. Non-appropriated Fund (NAF) major construction projects require a commercial project validation assessment to determine facility size. ACTS and AEI will be used as guides.

l. Temporary buildings will not be used as permanent solutions to satisfy the facilities requirements of new missions. Temporary facilities will not be retained unless their retention is warranted by mission necessity.

m. All government-owned, contractor-operated (GOCO) installations will prepare or be included in an Installation Design Guide (IDG). All projects, regardless of proponency or funding, will comply with the IDG, unless specifically exempted by the installation commander. Requirements for GOCO installations will be determined by the MACOM.

3–2. Components

a. The RPMP consists of four components as follows:

(1) Long-range component (LRC).

(2) Capital investment strategy (CIS).

(3) Short-range component (SRC).

(4) Mobilization component (MC).

b. The components address the management and development of the installation as it transitions from its existing conditions, through the short term, to support both long-range peacetime and mobilization missions.

c. The DEH, or equivalent staff engineer, is the proponent for the RPMP and its four components. (See AR 5–3, para 2–23 *b* for a description of the functions of the DEH.)

3–3. Long-range component (LRC)

a. The LRC establishes the basic framework and specific options for developing and managing the installation. It documents installation capabilities, constraints, and opportunities. It specifies optimum land use for enhanced mission accomplishment and quality community support. It also identifies expansion capabilities, based on current or known future missions. From this analysis, a strategy for achieving an excellent and revitalized installation evolves. The LRC provides the basic building blocks upon which all other RPMP components are based.

b. The environmental baseline of the installation will be described in the LRC. Significant environmental concerns and constraints to mission accomplishment or installation development will be addressed. Operational and environmental constraints are reflected in the master plan environmental overlay. The plan also contains an analysis of the transportation and utilities infrastructures. Where necessary, a specific water supply and management plan will be included.

c. The seven elements of the LRC are—

(1) *Long-range analysis (narrative).* Analyzes the installation's missions, goals, and objectives; its relationship to surrounding community development; and formulates recommendations for development. It includes the installation's ability to support changes in missions and expansion or reduction by identifying the capabilities, constraints, and environmental limitations of the land, utility sources, infrastructure, and facilities.

(2) *Environmental quality, natural and cultural resources baseline analysis (narrative).* Serves as a description of the baseline environmental conditions at the installation and the installation's ability to support assigned missions. It is developed from the real property environmental overlay described in paragraph 3–7. It looks at broad overall installation development and identifies the areas of operational and environmental concerns and constraints. It describes gaps in baseline environmental information and recommends necessary surveys and studies required to complete the description of the installation. It recommends developmental opportunities that mitigate environmental damage. It serves as the framework for all future formal environmental analyses.

(3) *Land use analysis (narrative and concept drawing).* Indicates optimum land use relationships, incorporating all known constraints. Specific instructions for preparing a land use analysis are in a Master Planning Instruction (MPI).

(4) *Utilities assessment (narrative).* Describes sources; rights to access or use; quantity and quality available; known limitations; and the distribution system construction, age, and condition. It describes gaps in utility systems information and recommends necessary surveys and studies required to complete utility description of the installation.

(5) *Transportation assessment (narrative).* Depicts how the current and future installation transportation network will support the installation and interface with neighboring community transportation networks based on mission requirements and proposed development.

(6) *Supporting graphics.* Consists of a regional plan, land use plan, and a master plan environmental overlay.

(7) *IDG.* Though an element of the LRC, the IDG is prepared and published separately. It provides specific guidance on the exterior and interior design parameters for the installation. All installation RPM improvements, renovation projects, and new construction must comply with the IDG. This document may be as simple or as comprehensive as desired to achieve aesthetically pleasing working and living environments.

3–4. Capital Investment Strategy (CIS)

a. The CIS is the installation commander's overall plan for using and investing in real property to support installation missions and the objectives of the ALRFP. It summarizes the status of real property support for installation missions, including tenant missions, and it links the real property inadequacies and shortfalls described in the LRC to the projects listed in the SRC. When totally achieved, the CIS supports and helps to develop an installation into an ACOE.

b. The CIS describes a general plan for satisfying installation real property and environmental stewardship requirements based on the Tabulation of Existing and Required Facilities (TAB), ASIP, analyses of the condition and mission suitability of facilities and supporting infrastructure, and environmental aspects of mission performance. It describes "get well and stay well"plans for facility and infrastructure revitalization and shortfalls. The CIS describes the commander's plan to use non-structural solutions, such as conversion of facilities or reassignment of activities to improve utilization; leasing; rotation and scheduling of training areas to enhance land recovery; or planting alternatives to mitigate environmental consequences of mission accomplishment. It also relates how excess facilities will be managed and disposed of. The plan evaluates the economic feasibility and environmental impacts of alternatives in sufficient detail to enable the feasibility, efficiency, and soundness of all the options for satisfying installation facilities requirements to be verified. The CIS also provides planning guidance on how essential real property requirements will be satisfied until the CIS is fully implemented (interim solutions). From this analytical approach, an installation real property investment strategy emerges, providing the basis for programming projects in the SRC.

c. The five elements of the CIS are—

(1) *Executive summary.* Relates preferred alternatives for critical real property requirements to installation mission accomplishment and the commander's vision, planning goals, and objectives. It summarizes the requirements analyses and forms the commanders investment strategy. The analysis of critical real property requirements, by facility category groups (FCG) or major environmental stewardship program, briefly identifies the current situation (quantity, type construction, allowance criteria, and physical/functional condition) and deficiencies (quantity and adequacy based on TAB, ASIP, and regulatory standards). It reflects MACOM provided resource constraints, but it is not time constrained. It includes a short overview of the results of the environmental analysis.

(2) *Consideration of alternatives.* Addresses structural or nonstructural alternatives for eliminating deficiencies or excesses and briefly the rational for selection or rejection.

(3) *Action plan.* Lists the actions to be followed to carry out the preferred alternative(s) selection and schedule for implementation, based on MACOM provided funding guidance. It describes all actions required to satisfy the deficiencies in the FCG.

(4) *Supporting graphics.* A graphic presentation of the CIS will be developed.

(5) *Requirement for additional back-up documentation.* Installations and/or MACOMs should maintain the following documentation in support of the CIS to answer inquiries from HQDA or elsewhere—

(a) Tabulation of existing and required facilities (TAB). A report of facility allowances, requirements, excesses, and shortfalls. Criteria for determining facility allowances are addressed in ACTS and in AR 405–70. Specific instructions for preparing a TAB are in a MPI. The automated TAB as contained in the 1391 processor system may be used if the capability for its use exists. If prepared in the manual format, the following forms will help identify and document specific facilities authorized for an installation's foreseeable needs:

DA Form 2369–R (Tabulation of Existing and Required Facilities for Long-range Planning), (RCS ENG–126(R3)); DA Form 2369–1–R (Tabulation of Existing and Required Facilities-Installation Strengths), (RCS ENG–126(R3)); and DA Form 2369–2–R (Tabulation of Existing and Required Facilities-Facilities Requirements), (RCS ENG–126(R3)). The forms will be reproduced locally on 8 1/2- by 11-inch paper. Copies of the forms for reproduction are at the back of this regulation.

(b) Environmental documentation. An environmental analysis of the CIS that complies with the requirements in AR 200–2, paragraph 5–3. All environmental program requirements are also identified in the semiannual 1383 Report. (See AR 200–1, para 12–11.)

(c) Additional graphics. CIS projects must be sited on a future development site plan.

(d) Real property disposal actions. Installations will maintain a facilities reduction plan based on guidance from the MACOM. The plan will consist of a list of buildings to be disposed of with square footage noted. Land disposal actions will be listed separately. Facility and land disposal action approval authority will be in accordance with AR 405–90 and established delegation authority.

3–5. Short-range component (SRC)

a. The SRC integrates real property master planning into the Army's operational planning process. It supports Army planning strategies for force structure, stationing, equipment distribution, and training over the 6-year Program Objective Memorandum (POM) period. It implements the CIS by identifying specific projects for real property management and development. It reflects the installation commander's plans to allocate resources to facility construction, revitalization, major repair, and major environmental undertakings. It documents and tracks real property disposal actions and commitments against Military Construction, Army (MCA) projects. It also integrates the facility investment plans of non-appropriated funded and other separately funded activities.

b. The SRC is a dynamic document, requiring both MACOM and installation participation in its development. It reflects "day-by-day" real property planning and management. The SRC identifies and justifies for execution specific real property projects developed from the CIS. It integrates all projects, regardless of proponent or fund source.

c. The elements of the SRC are—

(1) *Overview.* Relates the specific construction and revitalization projects and the major repair project list to the CIS.

(2) *Real property investment plan (RPIP).* Identifies specific programming actions (projects) and funding streams to implement the CIS over the 6-year POM period. It integrates all major repair, new construction, and revitalization projects, regardless of fund source or proponent. RPIP development is based on the Program and Budget Guidance (PBG) from HQDA and additional budget guidance from the MACOM.

(a) The RPIP separately lists each new construction and revitalization project exceeding $300,000 and major maintenance repair projects exceeding $500,000 for the first two years of the POM period. The listing includes project title, brief project description, type of project (MCA, major repair, revitalization,and so on) type of funding, and project number.

(b) The RPIP will include funding streams by FCG for projects in the last four years of the POM period. These streams are budget wedges in total dollars by fiscal year. They represent the resource requirements necessary to accomplish the CIS during the out years of the POM. MACOMs will consolidate these requirements in accordance with HQDA (DAEN–ZCP–A) instructions for submission and reporting. With approval of HQDA (DAEN–ZCP–A), proponents for specialized facilities, such as medical facilities, may establish additional reporting requirements.

(3) *Supporting graphics.*

(a) Installation map(s) showing location of all short range projects.

(b) Site specific maps with enhanced details, including utilities (available upon request).

(c) Environmental overlay extract (enhanced details).

3–6. Mobilization component (MC)

a. The MC supports the mobilization planning strategy of the installation. It develops the expansion capability analyses of the LRC into specific plans to allocate existing facilities and acquire needed additional facilities to support mobilization missions, functions, and tasks.

b. For industrial installations, the MC will follow MACOM guidance published in a MACOM supplement to this regulation. (Subject to compliance with the provisions of the supplementation para.)

c. The MC consists of the following elements:

(1) Narrative.

(2) Land use plan (overlay boundaries to be compatible with the land use plan of the LRC).

(3) Mobilization Tabulation of Existing and Required Facilities (MOB TAB).

(4) Mobilization site plans (graphic drawings).

(5) Environmental documentation as a specific scenario in the LRC environmental analysis. (See AR 200–2, chap 2.)

3–7. Environmental documentation

a. Assessment of environmental effects. The RPMP and its components are decision documents and must be assessed for their environmental effects as prescribed by AR 200–2, paragraph 3–1. The assessment may be accomplished with either a programmatic or umbrella assessment of the effects of the entire RPMP or an individual assessment of the effects of each component. The assessment is the product of an interdisciplinary team, with contributions from all elements of the DEH and the installation staff.

b. Documentation level. The actual level of environmental documentation required (record of environmental consideration (REC), environmental assessment (EA), or environmental impact statement (EIS)) will be determined by the scope of the action (programmatic assessment or individual component assessment) in relation to threshold criteria in AR 200–2, chapters 4 through 6. Either approach (programmatic or individual) is acceptable. The appropriate level of environmental documentation will be provided when the RPMP is updated in its entirety or when each individual component is revised. (See para 3–10.)

c. Assessment guidelines. Because the LRC and CIS are programmatic in nature, umbrella environmental documentation should normally be prepared for them. The SRC and MC may be included in programmatic documentation if an appropriate level of project specific detail can be provided without making the overall document too cumbersome. The environmental documentation for the SRC and MC may also be tiered from existing programmatic environmental documents.

d. Master plan environmental overlay (MPEO).

(1) *Purpose.* The MPEO will graphically depict the environmental conditions at the installation. It will serve as the basis for the environmental quality, natural and cultural resources baseline analysis element of the LRC, as well as any expansion capability analysis.

(2) *Composition.* The MPEO will portray concerns and constraints to installation development and mission accomplishment. It is a compilation and synthesis of other plans. It will incorporate attributes of concern derived from ongoing management activities within the DEH and other installation staff elements, activities, and tenants. It will draw from the implementation of safety, environmental, natural, and cultural resource management programs. It will be a composite map of environmental data groupings (EDG) which include:

(a) Safety zones.

(b) Surface/aerial limiting factors, for example, noise and flood plains.

(c) Natural/cultural resource related, for example, soils, critical habitat, and archeological sites.

(d) Underground hazards/limiters, for example, ground water and defense environmental restoration account (DERA) issues.

(e) Surface hazardous and toxic materials/waste issues.

(f) Real estate acquisition and disposal actions.

(3) *Preparation.* Wherever possible, the MPEO will be developed in a spatial database management system (SDMS) format. At installations where SDMS technology is not available, the MPEO will be developed by means of overlay composite maps and drawings, such as are described in TB ENG 353.

3–8. Contributory information and plans

a. Many different documents are used in preparing the RPMP. These documents address a wide spectrum of issues, including such areas as natural and cultural resources, information systems, physical security, and overall installation quality of life.

b. Table 3–1 lists some contributory sources of information that must be reviewed for real property implications when developing the RPMP. The table is not all inclusive and may vary among installations.

Table 3–1
Contributory sources of RPMP information

Document	Typical installation proponent
Existing Conditions Maps	DEH (EP&S). These maps graphically portray existing conditions on the installation. They are the base drawings for the RPMP. The DEH is required to have the following: regional map, airfield map (if applicable), installation land use map, building site maps, transportation maps, utility and storm drainage maps. These maps may be maintained by either the master planner or the real property office.
Real Property Inventory	DEH (EP&S). Contained in IFS or IFS–M.
Resource Management Plan	DEH (ERMD). (See AR 420–10, paras 1–4 and 2–2).
Installation Natural Resources Management Plan	DEH (Environmental Office). (See AR 420–74, chap 8).
Historic Preservation Plan	DEH (Environmental Office). (See AR 420–40, chap 2).
Segmented Housing Market Analysis	DEH (Housing Office).
Other Environmental, Natural, Cultural Resources Plan	DEH (Environmental Office). (See AR 420–74, chap 8).
Environmental Management Plans	DEH (Environmental Office). (See AR 200–1, paras 1–25 and 1–39).
Key Installation and Utility Maps	DEH (EP&S). (See TN 420–10–7)
Long-Range Utilities System Plan	DEH (EP&S). (See TN 420–10–8).
Physical Security Plan	Provost Marshal.
Training Management Plan	Director of Training.
Information Systems Plan	Director of Information Management (DOIM).
Plant-in-Place Information Systems Maps	DOIM.
DOIM Handbook	DOIM.
Local Community Development Plans	Community Governments.

Notes:
[1] Where it has been implemented, the DPW may assume the proponent responsibilities of the DEH.

c. Submission of contributory information for consideration in the development of the RPMP is the responsibility of the information proponent.

3–9. Submission and approval

Table 3–2 lists RPMP submittal and approval requirements.

Table 3–2
Guidelines for submission of RPMP documents

Document	Submission dates and instructions
Long-Range Component (LRC) (all elements)	Prepare as directed by MACOM. Submit to MACOM for approval. Updates submitted for MACOM approval, as required.
Capital Investment Strategy (CIS)	Prepare annually as directed by MACOM. Submit to MACOM for approval, with copy furnished to supporting USACE division/district. "No Change" submittal required.
Short-Range Component (SRC) (all elements)	Prepare as directed by MACOM. Update annually. Submit to MACOM for approval, with copy furnished to supporting USACE division/district.
Mobilization Component (MC) (all elements)	Prepare as directed by MACOM. Submit to MACOM for approval. Review annually and update as required. Provide copy to supporting USACE division and district. Updates require MACOM approval.
Environmental Documentation	Submit with appropriate RPMP component for approval. Approval level is per AR 200–2, chapters 5 and 6. Update as required based on changes to the RPMP.
Installation Design Guide	Submit to MACOM for approval. Submit changes for approval as they occur.
Major Maintenance & Repair	Provide as part of annual CIS/SRC submittal for MACOM approval. Update annually.
Real Property Disposal Actions	Provide an update as directed by MACOM.
Contributory Plans	Provide as necessary to the RPMP proponent and to the MACOM.

3–10. Maintenance and revision

The master planning process must provide for continuity as installation leadership, missions, and functions change and evolve. It must also allow for necessary amendments and changes to the RPMP, while assuring that changes are made only when fully warranted.

The installation Real Property Planning Board (RPPB) will ensure that the RPMP is kept current.

a. Revisions to the LRC, including environmental documentation, will be required by the MACOM when—

(1) Overall installation assigned strength changes significantly.

(2) Changes occur in installation or tenant unit missions that may trigger the need for different land use development.

(3) Operational safety requirements affect on- or off-post land use.

(4) Directed by HQDA (DAEN–ZCI–P), but at least every ten years.

b. The CIS will be updated as significant changes in real property requirements and resources occur.

c. The SRC will be updated annually, based on changes from the PBG or priorities in the CIS.

d. The MC will be updated when significant mission or facilities changes occur or when directed by the MACOM. Whenever the RPMP is changed or updated, the MC must be reviewed and updated as appropriate.

e. Contributory information must be reviewed prior to each submission of any component of the RPMP. The accuracy and currentness of information and data must be verified with its proponent and updated as appropriate.

f. The environmental impacts of planning decisions and changes to the RPMP must be assessed whenever they occur. Environmental documentation must be updated as appropriate.

3–11. Project siting

a. Location. Proper project siting denotes that a project's location conforms to—

(1) Land planning principles and the planned development of the installation.

(2) All special site criteria, such as safety or environmental restrictions (any inconsistencies having been properly authorized).

b. Projects requiring site approval. All proposed projects, as categorized below, must be sited in the installation RPMP and approved by the installation RPPB and MACOM, regardless of the type of funding or project size.

(1) Construction or relocation of permanent or semipermanent facilities. The MACOM will be notified of the construction of temporary or relocatable facilities.

(2) Additions to existing facilities.

(3) Replacement of a facility at the same location with a facility of a different use.

(4) Sitings requiring changes in approved land use.

c. Technical review requirements. Project sitings involving ammunition and explosive safety or outdoor live fire ranges will be submitted for technical review and comment prior to submission for MACOM approval. (See AR 385–60, para 5 and AR 385–63, paras 1–5, 1–6, and 2–1 through 2–3.)

d. Site approval request procedures. As soon as an action requiring site approval becomes firm, a site approval request will be sent to the MACOM for approval. Site approvals must be obtained before project design begins. MCA projects without site approval will be held in abeyance until MACOM site approval is obtained. Requests for site approval will include annotated site plans, siting justifications, supporting environmental documentation, analysis of effects on the CIS, and RPPB approvals.

e. Site approval invalidations. A project site approval becomes invalid when a project is resited. The MACOM will determine if a shift in location qualifies as a resiting. All site approvals based on safety criteria certification become invalid when the project scope or location changes from that approved by the command or office responsible for issuing safety criteria certifications. Requests for revalidating a site approval should be processed as soon as possible after a revalidation requirement has been identified.

3–12. Land use change requests

a. A land use change is a reconfiguration of an approved installation land use zone. Such a change requires an amendment to the installation RPMP. Supporting environmental documentation must also be adjusted as required.

b. A land use change request will be processed in the same manner as a site approval request and with the same documentation. Approval authority resides with the MACOM. This procedure ensures that compatibility of land uses is considered when locating functions or facilities.

Chapter 4
The Real Property Planning Board (RPPB)

4–1. Establishment

Commanders of Army installations or designated master planning areas will establish and maintain a Real Property Planning Board (RPPB). The RPPB will assist the commander to manage and develop the installation or area facilities and real estate in an orderly manner to satisfy all assigned and future known missions.

4–2. Functions

The functions of the RPPB are to—

a. Act as the installation's "Board of Directors" to ensure the orderly development and management of the installation real property in support of missions, management processes, and community aspirations.

b. Guide the development and maintenance of all components of the Real Property Master Plan (RPMP).

c. Coordinate installation development planning with the following elements:

(1) Adjacent and nearby installations or planning areas.

(2) Other activities of the DOD and federal agencies.

(3) Local agencies and planning commissions of neighboring cities, counties, and states for mutual development concerns and environmental issues.

d. Ensure that the RPMP—

(1) Addresses all real property requirements for all activities on the installation and supported area.

(2) Reflects changes in installation missions and the military community's needs and aspirations.

(3) Projects for growth or reductions in units and activities as reflected in the ASIP.

e. Determines installation architectural and design themes.

f. Reviews funding requirements to maintain RPMP documents and make appropriate recommendations to the installation commander.

g. Projects plans and programs that are developed in harmony to protect and enhance the environment. (See AR 200–1, chaps 2 through 11, AR 200–2, para 2–6, AR 420–40, chap 2, and AR 420–74, chap 8.)

h. Ensures that maximum use is made of existing facilities. (See AR 405–70, paras 1–5 through 1–7.)

i. Formulates and justifies construction and major repair programs in accordance with annual MACOM program guidance.

j. Makes recommendations regarding real property and space utilization management issues.

4–3. Composition

a. The RPPB is composed of regularly assigned members or alternates, appointed on orders, and organized as follows–

(1) *Chairman.* The installation or area commander is the chairman. General officers commanding installations may appoint a subordinate of appropriate grade and experience to serve as the chairman.

(2) *Voting members.*

(a) The installation staff engineer, normally the DEH, is the executive secretary of the board. He provides all staff support and administrative assistance.

(b) The chief of each principal and special staff section of the installation, the installation environmental coordinator, and other staff members designated by the installation commander are voting members.

(c) The commander or representative of each major unit or independent activity, including United States Army Reserve (USAR) and Army National Guard (ARNG) activities, occupying real estate administered by the installation or area commander are also voting members. This includes all activities located within the boundaries of the installation or at a physically separate site for which the installation or area has real property master planning responsibilities.

(3) *Associate (nonvoting) members.*

(a) The supporting division engineer is an associate member. If approved by the division engineer, the supporting district engineer may be appointed an associate member instead of the division engineer.

(b) The commander of the MACOM controlling the installation will provide an associate member.

(c) Representatives from adjoining or nearby military installations or headquarters may be invited to become associate members.

b. The U.S. Army Materiel Command (AMC) will establish guidance and instructions for forming RPPBs at GOCO installations. Operating contractor personnel may serve as members in an advisory capacity, consistent with current armed services procurement regulations. GOCO installation RPPBs should be constituted with personnel of a level of responsibility comparable to that for government-operated installations. (See *a* above.)

4–4. Meetings

a. The RPPB will meet at least semiannually for the purpose of formal deliberations, consistent with the functions described in paragraph 4–2.

b. The board secretary will take minutes of all RPPB meetings. The secretary will also prepare meeting agenda, read-ahead packages, and other administrative requirements. The minutes will record voting members present and absent; associate member attendance; and topics discussed, to include issues, points of discussion, and board recommendations with vote tally, if appropriate.

c. The board is required to recommend formal approval for—

(1) All components of the RPMP.

(2) Installation architectural/design themes.

(3) RPMP funding requirements.

(4) Other items within the purview of the board's charter, as designated by the installation commander.

Appendix A
References

Section I
Required Publications

AR 5–3
Installation Management and Organization. (Cited in para 3–2.)

AR 200–1
Environmental Protection and Enhancement. (Cited in paras 2–6, 3–4, and 4–2 and table 3–1.)

AR 200–2
Environmental Effects of Army Actions. (Cited in paras 2–6, 2–, 3–4, 3–6, 3–7, and 4–2 and table 3–2.)

AR 210–5
Planning Procedures for Construction Projects in the National Capital Region. (Cited in para 2–7.)

AR 210–70
Intergovernmental Coordination of DOD Federal Development Program and Activities. (Cited in paras 1–8 and 2–8.)

AR 385–60
Coordination With Department of Defense Explosives Safety Board. (Cited in para 3–11.)

AR 385–63
Policies and Procedures for Firing Ammunition for Training, Target Practice, and Combat. (Cited in para 3–11.)

AR 405–70
Utilization of Real Estate. (Cited in paras 3–1, 3–4, and 4–2.)

AR 420–10
Management of Installation Directorates of Engineering and Housing. (Cited in table 3–1.)

AR 420–40
Historic Preservation. (Cited in paras 2–6 and 4–2 and table 3–1.)

AR 420–74
Natural Resources; Land, Forest, and Wildlife Management. (Cited in paras 2–7, and 4–2 and table 3–1.

TB ENG 353
The Overlay-Composite Method of Master Plan Preparation. (Cited in para 3–7.)

Section II
Related Publications

A related publication is merely a source of additional information. The user does not have to read it to understand this publication.

AR 1–1
Planning, Programming, Budgeting, and Execution System

AR 5–10
Reduction and Realignment Actions

AR 11–27
Army Energy Program

AR 11–32
Army Long-Range Planning System

AR 95–2
Air Traffic Control, Airspace, Airfields, Flight Activities, and Navigation Aids

AR 140–483
Army Reserve Land and Facilities Management

AR 190–13
The Army Physical Security Program

AR 210–21
Ranges and Training Areas

AR 210–50
Housing Management

AR 405–10
Acquisition of Real Property and Interests Therein

AR 405–45
Inventory of Army Military Real Property.

AR 405–90
Disposal of Real Estate

AR 415–15
Military Construction, Army (MCA) Program Development

AR 415–28
Department of the Army Facility Classes and Construction Categories (Category Codes)

EO 11988
Floodplain Management Construction Criteria for Army Facilities

TM 5–803–1
Installation Master Planning

TM 5–803–2
Planning in the Noise Environment

TM 9–1300–206
Ammunition and Explosive Standards

TM 420–10–08
Long Range Utility Systems Plan

Section III
Prescribed Forms

DA Form 2369–R
Tabulation of Existing and Required Facilities for Long-Range Planning. (Prescribed in chap 3.)

DA Form 2369–1–R
Tabulation of Existing and Required Facilities Installation Strengths (Prescribed in chap 3.)

DA Form 2369–2–R
Tabulation of Existing and Required Facilities— Facilities Requirements. (Prescribed in chap 3.)

Section IV
Referenced Forms

There are no entries in this section.

Glossary

Section I
Abbreviations

ACOE
Army Communities of Excellence

ACTS
Army Criteria Tracking System

AEI
Architectural Engineering Instruction

AFH
Army Family Housing

AICUZ
Air Installation Compatible Use Zone

ALRFP
Army Long-Range Facilities Plan

ALRPG
Army Long-Range Planning Guidance

AMC
U.S. Army Materiel Command

AR
Army regulation

ARNG
Army National Guard

ASIP
Army Stationing and Installation Plan

AWP
Annual Work Plan

BASOPS
base operations

CBE
Command Budget Estimate

CIS
Capital Investment Strategy

COE
Chief of Engineers

CONUS
Continental United States

DA
Department of the Army

DBOF
Defense Base Operations Fund

DERA
Defense Environmental Restoration Act

DEH
Director of Engineering and Housing

DOD
Department of Defense

DPW
Director of Public Works

EA
Environmental assessment

EDG
environmental data grouping

EHSC
U.S. Army Engineering and Housing Support Center

EIS
Environmental Impact Statement

EO
Executive Order

EP&SD
Engineering, Plans, and Services Division

ERMD
Engineer Resources Management Division

FCG
Facility Category Group

GIS
geographic information system

GOCO
government-owned, contractor-operated

HQDA
Headquarters, Department of the Army

ICUZ
Installation Compatible Use Zone

IDG
Installation Design Guide

IFS
Integrated Facilities System

IFS-M
Integrated Facilities System (mini/micro)

JLUS
Joint Land Use Study

LRC
Long-Range Component

MACOM
major Army command

MCA
Military Construction, Army

MCAR
Military Construction, Army Reserve

MC
Mobilization Component

MOB ARPRINT
Mobilization Army Programs for Individual Training

MOB TAB
Mobilization Tabulation of Existing and Required Facilities

MPEO
master plan environmental overlay

MSPS
Mobilization Stationing Planning System

MPI
Master Planning Instruction

NAF
non-appropriated fund

NCR
National Capital Region

NEPA
National Environmental Policy Act

OCONUS
outside the continental United States

OEA
Office of Economic Adjustment

OMA
operations and maintenance, Army

OSD
Office of the Secretary of Defense

PAX
Programming, Administration, and Execution System

PBG
Program and Budget Guidance

POM
Program Objective Memorandum

PPBES
Planning, Programming, Budgeting, and Execution System

REC
record of environmental consideration

RMP
Resource Management Plan

RPI
real property inventory

RPIP
Real Property Investment Plan

RPLANS
Real Property Planning and Analysis System

RPM
Real Property Maintenance

RPMP
Real Property Master Plan

RPPB
Real Property Planning Board

SAMAS
Structure and Manpower Allocation System

SDMS
spatial database management system

SOFA
Status of Forces Agreement

SRC
Short-Range Component

TAB
Tabulation of Existing and Required Facilities

TAP
The Army Plan

TB
Technical Bulletin

TM
Technical Manual

URR
Unconstrained Requirements Report

USACE
United States Army Corps of Engineers

USAR
United States Army Reserve

Section II
Terms

Adequate facilities
Those facilities that meet space and condition criteria (to include location criteria) required to support installation mission requirements.

Army Communities of Excellence (ACOE)
A program for the total Army which is based on the principle that communities support people best by combining excellent facilities and excellent services. The program focuses on improvements in services and facilities, improved working and living conditions, renewed pride, and a sense of accomplishment in every member of the community. Totally involved, committed, and caring communities cause soldiers and their families to feel better about themselves, the community, and the Army. Thus, Army communities have a crucial role in recruiting, retention, increased performance and productivity, and overall readiness.

Army Long Range Facility Plan (ALRFP)
The Engineers' functional area plan for meeting future real property requirements for total Army readiness. ALRFP complements ALRPG and incorporates the tenets of Army war-fighting concepts. It forms the basic guidance and direction for providing quality real property support to the total Army of the future. It establishes the foundation for MACOM and installation facilities plans over a 30-year horizon. It provides methodologies for developing installations and facilities into a physical environment that will attract and retain a quality force.

Army Long Range Planning Guidance (ALRPG)
The vision of the Army leadership which describes a framework for defining future requirements. The document analyzes national security objectives against a range of potential threats. It lays out planning assumptions and lists underlying conditions likely to hold true over the 30-year period. It examines political, military, economic, and technological events. The examination identifies trends and determines a range of possible results that bound the future operating environment. It then draws implications for future missions and achieving required capabilities. The ALRPG helps commands and agencies translate leader vision into long-range plans which guide preparation of the TAP.

Army Stationing and Installation Plan (ASIP)
The official document that gives the authorized, projected force structure at installation level for planning and programming real properties required to support personnel and activities (Army and other services).

Construction
a. The erection, installation, or assembly of a new facility.
b. The acquisition, expansion, extension, alteration, conversion, or replacement of an existing facility.
c. The relocation of a facility from one installation to another.
d. Installed equipment made a part of the facility, related site preparation, excavation, filling, landscaping, or other land improvements.

District engineer
Functions as the operating arm of a division engineer, and is responsible for supervision of major construction programs for multiple projects within an assigned geographical area.

Division engineer
One of several division engineers, U.S. Army Corps of Engineers, who supervise the activities of certain District Engineers and are the intervening management level between the Commander, U.S. Army Corps of Engineers and District Engineers (for example, U.S. Army Engineer Division, North Atlantic).

Environmental data groupings
Groupings of environmental data layers that share similar characteristics or concerns. These groupings would be displayed in a SDMS or on an overlay map.

Environmental stewardship programs
Those environmental, natural, and cultural resource programs that have been identified for inclusion in the real property environmental overlays and discussed in the environmental, natural, and cultural resources baseline analysis element of the LRC.

Expansion capability
The potential of an installation to accept the stationing of additional units, activities, or functions.

Facility
Any interest in land, structure, or complex of structures together with any supporting road and utility improvements necessary to support the functions of an Army activity or mission. A facility includes the occupiable space it contains. The class of facility is identified by a 5-digit construction category code in AR 415–28, table 1. Also called a real property facility (RPF).

Facility category group (FCG)
An aggregation of one or more real property assets that have like functional purpose and the same unit of measure. Each FCG is defined by the make up of the category codes it contains. (See AR 415–28 for composition of FCGs.)

Funding streams
The resource requirements necessary to accomplish the CIS during the out years (last four years) of the POM. They are based on project listings justified by the CIS, but without the detailed justification required for projects in the first two years of the POM period.

Installation
An aggregation of contiguous or near contiguous, common mission-supporting real property holdings under the jurisdiction of DOD or a state, the District of Columbia, territory, commonwealth, or possession, controlled by and at which an Army unit or activity (active, USAR, or ARNG) is permanently assigned.

Installation commander
Commanding officer of an installation. The commander of a military table of organization and equipment or table of distribution and allowance unit or activity who does not otherwise have responsibility for land, buildings, and fixed improvements is not an installation commander.

Installation Design Guide (IDG)
A document prepared by an installation which provides specific guidance on the exterior and interior design parameters for the installation. All installation RPM improvements, renovation projects, and new construction must comply with the IDG. It may be as simple or as comprehensive as desired to achieve aesthetically pleasing working and living environments.

Integrated Facilities System (IFS)
An automated information evaluation system that encompasses life cycle management of real property resources.

Long-range requirement
Any structure, multi-use structure, complex, range area, land area, or program identified in the RPMP as necessary to meet the assigned mission or support requirements of the installation.

Major Army command (MACOM)
For purposes of this regulation, MACOMs are as follows:
Eighth U. S. Army (EUSA)
Forces Command (FORSCOM)
Military Traffic Management Command (MTMC)
U.S. Army Europe and Seventh Army (USAREUR)
U.S. Army Health Services Command (HSC)
U.S. Army Information Systems Command (USAISC)
U.S. Army Intelligence and Security Command (INSCOM)
U.S. Army Materiel Command (AMC)
U.S. Army Military District of Washington (MDW)
U. S. Army Pacific (USARPAC)
U. S. Army South (USARSO)
U.S. Army Training and Doctrine Command (TRADOC)
U.S. Military Academy (USMA)

Master planning area (OCONUS)
U.S. Army installations and real property holdings within a specific geographic area that are grouped together and designated as a master planning area for development of a single integrated master plan. The master planning area may be an entire military community or a military installation.

Master Planning Instructions (MPI)
Master planning implementing information published by USACE which prescribe supplemental guidance and procedures for the development of RPMPs.

Military Construction, Army (MCA)
The program by which Army facilities are planned, programmed, designed, budgeted, constructed, and disposed of during peacetime and under mobilization conditions. The program also includes the acquisition of real estate and other supporting activities.

Planning, Programming, Budgeting, and Execution System (PPBES)
The Army's primary resource management system which is now in a biennial cycle. It constitutes a major decision making process. It ties planning, programming, and budgeting together. It forms the basis for building a comprehensive plan in which budgets flow from programs, programs flow from requirements, requirements from missions, and missions from national security objectives. The patterned flow —from end purpose to resource cost—defines requirements in progressively greater detail. The system integrates centrally managed programs for manpower; research, development, and acquisition; and stationing and construction. The system also integrates the operations and maintenance, Army (OMA) budgets of the MACOMs and operating agencies, and MACOM needs for manpower, housing, and construction. It supports budget preparation from installation to departmental level. It reviews execution of the approved program budget by both headquarters and field organizations. During execution, it provides feedback to the planning, programming, and budgeting process.

Program and Budget Guidance (PBG)
Publishes resource guidance to MACOM, program executive offices, and other operating agencies. The guidance covers force structure and associated manpower, appropriations of immediate interest, such as OMA, MCA, and AFH, procurement appropriations, and construction using trust funds and non-appropriated funds. It is published five or six times during the biennial PPBES cycle — in January, soon after the President's budget goes to Congress, in the spring, following publication of the TAP, and in the fall to record results of resource management updates and probable fiscal guidance. In the second year of the PPBES cycle, the President may submit an amended budget, and if he does, HQDA will issue a PBG with updates. A PBG reflecting the new program follows submission of the POM in the spring, and a fall PBG reflects Army budget estimates.

Program Objective Memorandum (POM)
The primary means for the Army leadership to allocate resources to support Army roles and missions. It translates planning decisions, Office, Secretary of Defense (OSD) programming guidance, and congressional guidance into a detail allocation of forces, manpower, and funds. It presents the Army's proposal for a balanced allocation of its resources among centrally managed programs for manpower; operations; research, development, and acquisition; and stationing and construction within specified constraints. OSD reviews the POM and modifies it to reflect program decisions. The approved program provides the basis for Army budget estimates.

Real property allowance criteria
Authorized facilities or space planning criteria for a given unit, activity, or function. ACTS is the primary source of space planning criteria.

Real property inventory (RPI)
A detailed inventory of each reportable item of real property. It serves as the basic source of information for the category, status, cost, area, capacity, condition, use, construction material, and capital improvements for each item of real property as defined in AR 415–28. The RPI is maintained at installation level and in the aggregate at HQDA.

Real Property Maintenance (RPM)
Program element 78 (K account)—maintenance and repair of real property (includes maintenance and repair of buildings, structures, grounds, and utilities systems within delegated authorization limits) and program element 76 (L account)—minor construction activities (includes erection, installation, or assembly of a new facility and addition, expansion, or alteration of existing facilities within delegated authorization limits). J account, Operation of Utilities, and M account, Engineering Support, are included in base operations account, (BASOPS).

Real Property Master Plan (RPMP)
The installation commander's plan for the management and development of the installation's real property resources. It analyzes and integrates the plans prepared by the DEH and other garrison and tenant activities, higher headquarters, and those of neighboring communities to provide for orderly development of real property resources. A complete RPMP forms the foundation for the development for all peacetime facility management and construction development activities on the installation.

Real Property Planning Board (RPPB)
A board consisting of members of the command, operational, engineering, planning, and tenant interests of the installation or community that advises the installation commander on planning decisions.

Resource Management Plan (RMP)
An Installation's complete DEH program and the strategy to accomplish it. It consolidates DEH plans into a single integrated plan that reflects all major requirements, initiatives, actions, and objectives up to six years into the future. The RMP serves as the basis for URR and Command Budget Estimate (CBE) preparation.

Spatial database management system (SDMS)
The technology that includes geographic information systems (GIS), computer aided design and drafting systems, automated mapping/facilities mapping systems, or any other system described by other commonly accepted terminology which implies the automated use and employment of spatial data in the decision support/computer database concept.

Tabulation of Existing and Required Facilities (TAB)
A numeric report of facility allowances, requirements, excesses, and shortfalls. The TAB may be produced at the level of unique individual facility category code on POG. (See AR 415–28 for a description of POG.) Where available, the Real Property Planning

Analysis System (RPLANS) as modified to reflect specific user/mission needs, may be used to produce the TAB and will be recognized by HQDA as part of the justification of construction programs.

Tenant unit, agency, or activity
A unit, agency, or activity of one command that occupies facilities on an installation of another command and receives support services from that installation.

The Army Plan (TAP)
A plan which documents Army leadership policy and provides resource guidance. It outlines national military strategy and security policy for the Army, states the Army's priorities within expected resource levels, and guides development of the total Army program and budget. It records the Army objective force and provides additional guidance for bridging the gap between the planning force and the programmed force.

Section III
Special Abbreviations and Terms

This section contains no entries.

TABULATION OF EXISTING AND REQUIRED FACILITIES- FACILITIES REQUIREMENTS For use of this form, see AR 210-20; the proponent agency is USACE.	NAME OF INSTALLATION	DATE PREPARED	CATEGORY NUMBERS ON THIS PAGE		*REQUIREMENT CONTROL SYMBOL ENG-126 (r3)*	
		REV DATE *(if appl)*	FROM	TO	PAGE NO.	NO. OF PAGES

CATEGORY NUMBER AND FACILITY NAME	UNIT AND/OR CAPACITY	TOTAL ALLOWED	TOTAL REQUIRED	PERMANENT FACILITIES			REMARKS	NONPERMANENT FAC *(Existing or Under Construction)*	
				EXISTING OR UNDER CONSTRUCTION	APROP BUT NOT UNDER CONTRUCTION	BALANCE REQUIRED TO ACCOMPLISH		SEMI-PERMENT	TEMPORARY
a	*b*	*c*	*d*	*e*	*f*	*g*	*h*	*i*	*j*

*See Department of Defense Manual 4270/1-M, and Department of the Army AR 415-18, and TM 5-800-1 and TM 5-903-4.

TABULATION OF EXISTING AND REQUIRED FACILITIES INSTALLATION STRENGTHS For use of this form, see AR 210-20; the proponent agency is USACE.	DATE PREPARED	PAGE NO.	NO. OF PAGES	*REQUIREMENTS CONTROL SYMBOL ENG-126 (R3)*
NAME OF INSTALLATION	LOCATION		COMMAND	

PRINCIPAL MISSION

LINE	CATEGORY a	TOTAL (c + d) b	ARMY c	OTHER MIL SVC d	PCS STU e	TDY STU (Incl Non-US) f	OTHER TDY g
		LONG RANGE STRENGTHS *(ASIP)*					
1	TOTALS						
2	OFFICER AND WARRANT OFFICER						
3	CIVILIAN *(Officer equivalent)*						
4	ENLISTED PERSONNEL						
5	*CIVILIAN (Enlisted equivalent)*						
		CURRENT STRENGTHS					
6	TOTALS						
7	OFFICER AND WARRANT OFFICER						
8	CIVILIAN *(Officer equivalent)*						
9	ENLISTED PERSONNEL						
10	CIVILIAN *(Enlisted equivalent)*						

MISCELLANEOUS INFORMATION h	LONG-RANGE	CURRENT
CIVILIAN		
ENLISTED		
ARMY STATIONING AND INSTALLATIONS PLAN DATED		
CURRENT STRENGTH AS OF *(Date)*		

REMARKS

TABULATION OF EXISTING AND REQUIRED FACILITIES FOR LONG-RANGE PLANNING For use of this form, see AR 210-20; the porponent agency is USACE.	*REQUIREMENTS CONTROL SYMBOL* *ENG-126 (R3)*

NAME OF INSTALLATION

LOCATION

PREPARED BY *(organization)*

SIGNATURE	TITLE	DATE

APPROVED FOR THE INSTALLATION PLANNING BOARD

SIGNATURE	TITLE	DATE

DA FORM 2369-R, FEB 87 EDITION OF JUI 72 IS OBSOLETE.

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