

**U.S. DEPARTMENT OF ENERGY**  
**Facilities Information Management System (FIMS)**  
**REQUEST FOR CHANGE\***  
**Chg. Req. # 09-08**

**REQUESTER NAME:** PHIL DALBY

**DATE:** AUGUST 5, 2009

**TELEPHONE:** 202-586-4548

**FAX:** 202-586-3695

**EMAIL:**

PHIL.DALBY@HQ.DOE.GOV

**AFFILIATION (CK ONE):**

DOE

OTHER  
FED

CONTRACTOR NAME:

**PROPOSED CHANGE:**

MODIFY THE "STATUS UTILIZATION" DATA ELEMENT AS FOLLOWS:

A) CHANGE THE NAME TO "UTILIZATION".

B) CHANGE THE DEFINITION TO: THAT PORTION OF AN ASSET IN USE. UTILIZATION IS INDEPENDENT OF STATUS AND MUST BE REPORTED FOR ALL STATUS DESIGNATIONS. FACILITIES THAT ARE FULLY SHUTDOWN WILL GENERALLY HAVE A UTILIZATION OF ZERO. HOWEVER, BECAUSE THE REPORTED "STATUS" IS THE PREDOMINATE STATUS, A FACILITY THAT IS 51 PERCENT SHUTDOWN AND 49 PERCENT OPERATING WOULD BE PROPERLY REPORTED AS "SHUTDOWN" BUT THE "UTILIZATION" WOULD BE 49 PERCENT (IF THE OPERATING PORTION IS FULLY UTILIZED).

UTILIZATION IS NOT A REFLECTION OF SPACE ASSIGNMENT BUT RATHER A MEASURE OF HOW "FULL" THE SPACE IS. THAT IS HOW UTILIZED THE SPACE IS. AS AN EXAMPLE, IF A BUILDING WITH FOUR FLOORS IS FULLY ASSIGNED/CHARGED TO AN ORGANIZATION BUT ONE FLOOR IS EMPTY WITH THE OTHER THREE FLOORS FULLY UTILIZED, THE UTILIZATION WOULD BE 75 PERCENT.

FOR PROGRAMMATIC FACILITIES SUCH AS LABORATORIES OR ACCELERATORS, THE UTILIZATION CAN BE CONSIDERED TO BE 100 PERCENT IF THE MISSION REQUIRES 100 PERCENT OF THE FACILITY, EVEN THOUGH THERE MAY BE TIMES WHEN THE FACILITY IS NOT FULLY UTILIZED, OR EVEN UNUTILIZED.

THE FORMULA USED TO CALCULATE UTILIZATION IS AS FOLLOWS:

UTILIZATION = (UTILIZED GSF OF AN ASSET/ TOTAL GSF OF AN ASSET) X 100. IT IS EXPRESSED AS A PERCENTAGE IN FIMS.

C) MODIFY THE "AUI" DATA ELEMENT AS FOLLOWS:

MODIFY THE DEFINITION TO THE FOLLOWING: ASSET UTILIZATION INDEX (AUI) IS THE DEPARTMENT'S CORPORATE PERFORMANCE MEASURE FOR MEASURING HOW WELL REAL PROPERTY ASSETS ARE BEING UTILIZED.

THE FORMULA USED TO CALCULATE AUI IS AS FOLLOWS:

AUI = (SUM OF UTILIZED GSF FOR A GROUP OF FACILITIES/ SUM OF TOTAL GSF FOR A GROUP OF FACILITIES) X 100.

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**\*USE THIS FORM TO REQUEST A CHANGE TO FIMS' DATA BASE PROGRAM, POLICY, PROCEDURE OR DOCUMENTATION.**

**MAIL COMPLETED FORM TO:** JANE NATIONS  
Y12 NATIONAL SECURITY COMPLEX  
PHONE (865) 574-4082

**OR DOWNLOAD FORM FROM:** FIMS WEB PAGE: <http://fimsinfo.doe.gov/downloads.htm>  
**COMPLETE FORM AND E-MAIL TO:** [nationsja@y12.doe.gov](mailto:nationsja@y12.doe.gov)

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WHERE: 1. UTILIZED GSF = UTILIZATION (%) X GSF OF A FACILITY

**JUSTIFICATION:** REQUIRED TO CLARIFY THE DEFINITION OF UTILIZATION AND MAKE A MORE USER FRIENDLY CALCULATION FOR UTILIZATION. THIS NEW DEFINITION AND CALCULATION COMPLIES WITH THE FRPC INTENT THAT UTILIZATION AS A GOVERNMENT-WIDE PERFORMANCE MEASURE, IS MEANT TO IDENTIFY SPACE IN THE AGENCY PORTFOLIO THAT COULD BE MORE FULLY UTILIZED, OR WHERE THE OCCUPANTS OF TWO OR MORE FACILITIES COULD BE CONSOLIDATED WHICH COULD FREE UP FACILITIES FOR DISPOSITION, WHICH IS A PRIMARY OMB GOAL.

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PLEASE DO NOT TYPE BELOW THIS LINE

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**REMARKS** (REVIEWERS, PLEASE ADD YOUR SIGNATURE AND DATE):

AUGUST 20, 2009 - FAC APPROVED

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