

**FISCAL YEAR 2013
FACILITIES INFORMATION MANAGEMENT SYSTEM (FIMS)
DATA VALIDATION GUIDANCE**

This document provides an acceptable, but not mandatory, means for complying with the FIMS verification requirements of DOE Order 430.1B, *Real Property Asset Management*. Alternate methods that satisfy the requirements of the Order are also acceptable. However, alternate implementation methods if selected must be justified and should be discussed with the Office of Acquisition and Project Management (OAPM) prior to implementation to ensure the Department can meet its reporting commitments.

1. Summary of changes for FY 2013 validations

- a. Changed OECM to OAPM
- b. Three scorecards will be generated
 - i. Owned buildings, trailers and OSFs
 - ii. DOE leased buildings, trailers and OSFs
 - iii. Land records
- c. Land Records will be validated in FY 2013
 - i. DOE Land Records with ownership codes: DOE Owned, DOE Leased and Withdrawn from Public Domain Land will be validated on a separate scorecard.
 - ii. For land records, data elements to be validated will be the applicable FRPP data elements plus total acres, year acquired and acquisition method.
 - iii. Sites with 25 or less land records will validate all (100% of) their land records. Sites with more than 25 land records will validate 25 land records from a random pull of their land records.
 - iv. To determine the land records that are eligible to be validated in FY 2013 do the following:
 - Step 1. Run FIMS Standard Report #30. Pick your Program Office, Field Office, Site and Area. Run report #30 in Excel. This Excel spreadsheet gives you the DOE Owned and Withdrawn From Public Domain Land Records that are eligible for validation and you will need source documentation for.
 - Step 2. Run FIMS Standard Report #35. Pick your Program Office, Field Office, Site and Area. Under “Ownership” pick only “DOE Ingrant”. Run the report #35 in Excel. Once in Excel use the Excel filter tool and filter the column heading: “Acquisition Method Description” (this should be column “BG”. Filter on “DOE Lease” only. Assets that make it through this filter are also eligible for validation and need source documentation.
 - Develop source documentation for all land records identified in step 1 and 2 above.

- d. All metering data fields will be validated in FY 2013 for both DOE owned and DOE leased assets.
- e. Will not validate the following data elements
 - i. Restrictions
 - ii. Anticipated Disposition Method
 - iii. Leases – Other Costs
 - iv. Leases - Responsible Party Interior
 - v. Leases - Responsible Party Exterior
- f. Mission Dependency will not be validated as a performance measure
- g. Added Table 1. Data Elements to be Validated
- h. Updated Appendix A FY 2013 FIMS Validation Schedule with OAPM Planned Quality Assurance Reviews Highlighted in Yellow
- i. Updated Appendix B Source Documentation Work Sheet
- j. Added Appendix C Example of Source Documentation for Withdrawn Land
- k. Added Appendix D Acceptable Source Documents for Land Records
- l. Visit Selected Facilities: To cross check source data and FIMS data against the actual asset a facility visit is required. Drive by as many assets as practical in the sample sets. Conduct a walk-through of approximately 30%, but not less than 10%, of the buildings, trailers and OSFs in the samples.

2. **Background:**

- a. **The Facilities Information Management System (FIMS):** FIMS is the Department's official repository of real property data.
 - i. FIMS data is used in day-to-day decision-making and to measure the cumulative outcomes of real property decisions on the portfolio condition and utilization; this data supports the key performance indices included in the Department's Asset Management Plan and the Department's Strategic Plan.
 - ii. The quality of the decisions made from FIMS is a function of the accuracy of the underlying data.
- b. **Federal Real Property Profile (FRPP):** The Department's FIMS stores the real property asset data submitted annually to the Federal Real Property Profile (FRPP). 41 CFR § 102–84.30 requires that agencies verify the accuracy of each FRPP submission and 41 CFR § 102–84.55 requires annual submission of FRPP data.

- c. **Department of Energy Order 430.1B (RPAM):** RPAM requires FIMS data to be accurately populated and annually validated (paragraph 4.b.(8).a.3).

3. **Purpose of the Guidance:**

- a. **Roles, Responsibilities and Outcomes:** Identify the roles, responsibilities and expected outcomes of the FIMS validation process.
- b. **Standardization:** Standardize the minimum validation criteria.

4. **Desired Outcome of the Validation Program:**

- a. **Confidence Level:** Demonstrate at a 90% confidence level that the validated FIMS data elements are being maintained without material variance when compared to known accurate source data.

5. **References and Supporting Information:**

- a. **FIMS Website:** <http://fimsinfo.doe.gov>
- b. **DOE Order 430.1B Real Property Asset Management (RPAM)**
- c. **DOE Order 436.1, Departmental Sustainability**

6. **Applicability:**

- a. **This guidance is applicable to all Departmental real property holders.**
 - i. This guidance identifies minimum FIMS data fields to be validated. Programs may elect to add additional reporting requirements or validate other data fields in addition to those identified in this guidance.
 - ii. Programs may elect to implement their validation programs through a centrally managed team or “*center of excellence*” in lieu of site delegation.

7. **Requirement:**

- a. **Real Property Data Validation:** Complete a FIMS data validation at each site each fiscal year. Recommend validations be conducted between January 15th and June 30th.
- b. **Corrective Action Plan:** In the event that a “Red” score is established due to Program Secretarial Office (PSO) data, the PSO will be responsible for preparing and implementing a Corrective Action Plan (CAP) and forwarding it to their Program Office. The Program Office should then forward the CAP to OAPM with a copy to

the Lead Program Secretarial Office (LPSO). Additionally, the PSO must forward corrected FIMS data to the LPSO FIMS Administrator for FIMS entry. If the “Red” score is due to data from both programs, then the LPSO is responsible for submitting the joint CAP to their Program Office to be forwarded to OAPM. The PSO(s) provides input to the LPSO for joint submission. The PSO(s) provides corrected FIMS data to the LPSO FIMS coordinator for FIMS entry.

- i. For example, at Idaho National Laboratory, a multi-program site, only one FIMS data validation needs to be conducted by the Office of Nuclear Energy (NE) as the LPSO. The validation includes a sample of both the NE and the Office of Environmental Management (EM) buildings, trailers, and other structures and facilities (OSF’s) and land records. In the event of a “Red” score due only to EM’s data, EM would be required to develop and implement the CAP and provide the corrected FIMS data to NE’s FIMS Administrator to be entered into FIMS. If the “Red” score is due to data from both programs NE would develop and implement the Joint CAP with input from EM. EM would provide corrected FIMS data to the NE FIMS Administrator for upload into FIMS.

8. Roles and Responsibilities:

a. Headquarters, Office of Acquisition and Project Management (OAPM):

- i. Develop minimum Departmental criteria for validation.
- ii. Establish validation process and associated training class.
- iii. Make standard forms, supporting information and materials readily available.
- iv. Provide overall management of the FIMS system.
- v. Perform quality assurance reviews of sites FIMS Data Validation process to verify consistency in the application of the validation program (performed with the Programs). See Appendix A for FY 2013 OAPM Quality assurance review schedule.
- vi. Perform quality assurance reviews as requested by Programs to aid sites in developing an acceptable FIMS data validation program.
- vii. Oversee implementation of the overall program and measure success of the FIMS Validation process.
- viii. Upload FIMS data to the Federal Real Property Profile each year.

b. Programs:

- i. Ensure each site conducts a FIMS data validation each year.
 - ii. Disseminate minimum departmental criteria and additional programmatic criteria for validation.
 - iii. Provide validation schedule to OAPM by November 30th of each fiscal year. Provide any date changes as soon as practicable to OAPM.
 - iv. Maintain validation capability to support Site Office and Management and Operations (M&O) contractor based validation.
 - v. Verify Site Office compliance with validation guidance and provide copies of the scorecards to OAPM as the validations are completed.
 - vi. Work with the sites that received red scores in Status and oversee execution of the Corrective Action Plan.
 - vii. Provide OAPM a copy of the site's Corrective Action Plan. Provide OAPM quarterly updates until corrective actions are complete.
- c. **Lead Program Secretarial Office (LPSO):** At multi-program sites, the LPSO is responsible for the accuracy of FIMS data at the site. The LPSO is responsible for planning, scheduling, coordinating and conducting the FIMS data validation for the entire site.
- d. **Site Office:**
- i. Verify M&O contractor is maintaining accurate FIMS records.
 - If no M&O contractor is on site, it is the responsibility of the site to maintain accurate FIMS records and perform all other functions that the M&O contractor would accomplish with respect to FIMS and FIMS data validations.
 - ii. Perform quality control of validation efforts and if necessary, establish and track progress on the Corrective Action Plan.
 - iii. Report validation results to the Headquarters Program Office when validation is complete. Provide scorecard and supporting validation backup forms for sampled assets. Results should be reported within five business days to the Headquarters Program Office.
 - iv. Coordinate with the M&O contractor to schedule the annual validation and notify the Headquarters Program Office by November 30, 2012 of the scheduled date(s).

- v. Schedule and notify the Headquarters Program Office (within 30 days) of any required revalidation as a result of a red score. Required revalidation should be completed within 6 months.
- vi. Maintain validation scorecards and results for five fiscal years.

e. **M&O Contractor:**

- i. Consistent with the implemented Contractor Requirements Document contained in DOE Order 430.1B Real Property Asset Management:
 - Maintain FIMS real property inventory system complete and current throughout the life cycle of the real property assets.
 - Staff and conduct FIMS validations.
 - Prepare the Corrective Action Plan within 30 days of any red score. Forward to the Site Office, the Headquarters Program Office and OAPM.
 - a. Provide recommended schedule/dates to the Site Office, within 45 days, for the required revalidation as a result of a red score.
 - b. Execute Corrective Action Plan to correct deficiencies in data and processes and conduct a follow-up revalidation within 6 months on the sites real property assets.
 - Facilitate quality control.
 - Provide assistance with site visit activities, including on site walk-throughs during the FIMS data validation.

9. **Validation Program Elements:**

- a. **Support Materials and Resources:** See the FIMS validation library at http://fimsinfo.doe.gov/data_validation.htm for the most recent process support materials including training materials, validation forms, templates, random sample generators and scorecard tools.
- b. **Frequency and Timing:** As indicated in Figure 1, validations are required annually (Semi-annually for sites with a red status).
 - i. Validations shall be completed by June 30th of each year.

- Sites should schedule validations to allow ample time to correct data issues prior to the update of their Ten Year Site Plans and population of the Federal Real Property Profile (FRPP).
 - If a site is required to conduct a revalidation and it falls in the next fiscal year, the revalidation score shall satisfy the requirement for the revalidation as well as the validation for that fiscal year.
- ii. Validations should not be scheduled/conducted during the annual update cycle for FIMS data which runs from August 1st through December 15th each year.

	Acceptable Status (Green Status)	Minimally Acceptable (Yellow Status)	Unacceptable (Red Status)
Site Level. Site provides quality control.	Annual	Annual	Semi-annual
Program/Headquarters Level Quality assurance review	At least every Five Years ¹	At least every Five Years	Annual ²

Figure 1 - Minimum Time Periods for Validation Activities

c. Team:

- i. The validation team will include a designated team leader who has successfully completed the FIMS Data Validation training.
- FIMS Data Validation training will be conducted twice a year. Contact OAPM or visit the FIMS validation library at: http://fimsinfo.doe.gov/data_validation.htm for schedule and location of training.
- ii. The team includes at least one member familiar with the site’s FIMS record keeping e.g., FIMS administrator.
- iii. To maintain the integrity of the process, the validation team will have at least two full time participants. Other members of the team may be rotated in and out as needed.

d. FIMS Data Elements and Assets to Validate:

¹ HQ coordinates with sites and programs to schedule quality assurance reviews.

² Sites judged to be red in status should receive additional attention from Program/Headquarters elements until they have corrected their data and processes to reach a yellow or green status.

i. In FY2013, DOE sites will validate the following FIMS data that will result in three scorecards:

- DOE owned buildings, trailers and OSF's.
- DOE leased buildings, trailers and OSF's.
 - a. All (100%) DOE leased assets will be validated.
 - b. Contractor leases will not be validated.
- DOE Land Records with ownership codes: DOE Owned (O), DOE Ingrant - Leased Land (N) and Withdrawn from Public Domain Land (W).
 - a. Sites with 25 or less land records (codes O, N and W) will validate all (100% of) their land records. Sites with more than 25 land records (codes O, N and W) will validate 25 land records from a random pull of their land records.
 - b. For land records, data elements to be validated will be the applicable FRPP data elements plus Total Acreage, Date Acquired and Acquisition Method (see table below).
- The Bridge Safety Inspection Verification score is located on the DOE Owned scorecard.

ii. All metering fields will be validated in FY 2013.

iii. The data elements to be validated for DOE owned, DOE leased and land assets are listed in Table 1 below. The FRPC performance measures are in bold type and are held to a higher standard of reliability by weighting them more in the scoring process.

#	Data Element	DOE Owned Building	DOE Owned Trailer	DOE Owned OSF	DOE Leased B,T&S	Land*
1	Ownership	X	X	X	X	X
2	Usage Code	X	X	X	X	X
3	Property Type	X	X	X	X	X
4	Status	X	X	X	X	X
5	Size GSF (B&T), Primary Quantity (OSFs) Total Acreage (Land)	X	X	X	X	X
6	Secondary Quantity (OSF only)			X	X	
7	Utilization	X	X		X	
8	Replacement Plant Value (RPV)	X	X	X	X	
9	Deferred Maintenance (DM)	X	X	X		
10	Annual Actual Maintenance	X	X	X	X	X

#	Data Element	DOE Owned Building	DOE Owned Trailer	DOE Owned OSF	DOE Leased B,T&S	Land*
11	Mission Dependency	X	X	X	X	X
12	Historic Designation	X	X	X		X
13	Using Organization	X	X	X	X	X
14	Main Location	X	X	X	X	X
15	Location City	X	X	X	X	X
16	Location State	X	X	X	X	X
17	Location County	X	X	X	X	X
18	Location Zip Code	X	X	X	X	X
19	Location Congressional District	X	X	X	X	X
20	Excess Indicator	X	X	X		X
21	Estimated Disposition Year	X	X	X	X	X
22	Total No of Federal Employees	X	X		X	
23	Total No of Contractor Employees	X	X		X	
24	Total No of Other Personnel	X	X		X	
25	Total No of Occupants	X	X		X	
26	Outgrant Indicator	X	X	X	X	X
27	Cool Roof – Total Roof Projected Area (GSF)	X	X		X	
28	Cool Roof – Vegetative Area (GSF)	X	X		X	
29	Cool Roof – Reflective Area (GSF)	X	X		X	
30	Cool Roof – Photovoltaic Area (GSF)	X	X		X	
31	Cool Roof – Planned Complete Cool Roof Date	X	X		X	
32	Cool Roof - Not Economically Feasible	X	X		X	
33	Annual Operating Cost (Site Level)	X	X	X		
34	Sustainability: Compliance Approach	X	X		X	
35	Sustainability: Assessment Year	X	X		X	
36	Sustainability: Planned Compliance Year	X	X		X	
37	Sustainability: USGBC Project ID	X	X		X	
38	Sustainability: Certification Level Received	X	X		X	
39	Sustainability: Guiding Principle Percentage	X	X		X	
40	Meters - Electricity	X	X	X	X	
41	Meters Gas- Natural	X	X	X	X	
42	Meters - Gas – Other	X	X	X	X	
43	Meters - Coal	X	X	X	X	
44	Meters - Fuel Oil	X	X	X	X	
45	Meters - Steam	X	X	X	X	
46	Meters – Water - Chilled	X	X	X	X	
47	Meters – Water - Potable	X	X	X	X	
48	Meters - Water - Non Potable, Fresh	X	X	X	X	
49	Lease Expiration Date				X	X
50	Lease Annual Rent				X	X
51	Lease Authority				X	X
52	Acquisition Method (Land Records)					X
53	Year Acquired (Land Records)					X

*Land – Represents DOE Owned, DOE Ingrant – leased and Withdrawn from Public Domain land assets

TABLE 1. Data Elements to Be Validated

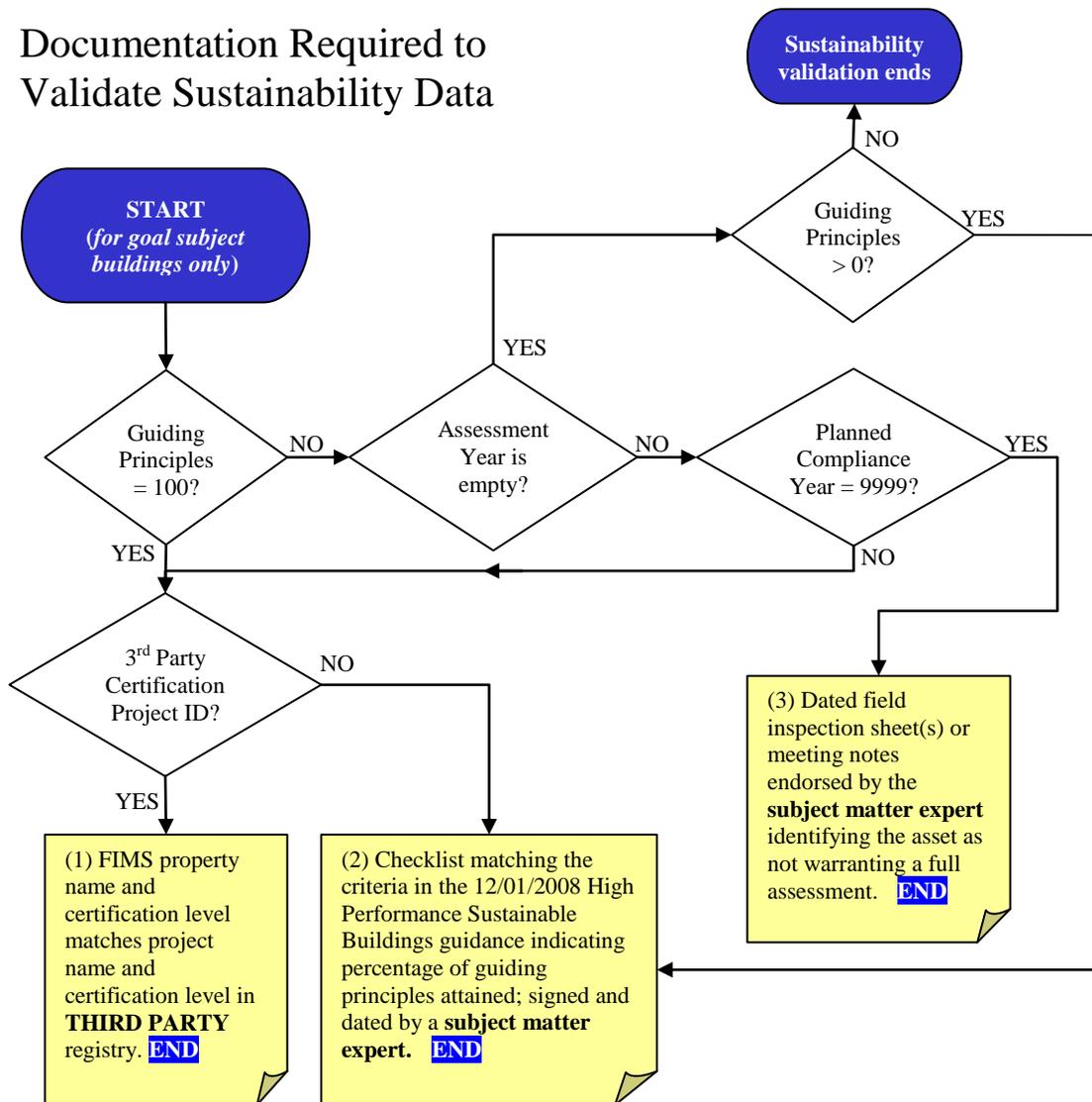
iv. Bridge Safety Inspection Date (see scoring in paragraph 8.h. below)

e. Source Data:

- i. In general, source documentation is authoritative data that the FIMS administrator would use to enter or update data in FIMS. Source data must have an owner, be managed, dated, and updated at appropriate intervals.
- ii. Source Data Owner: The individual who is responsible for collecting, managing and updating real property data for a particular FIMS data element.
- iii. Appendix B provides criteria for acceptable source data for each data element. It can also be found on the FIMS website at:
http://fimsinfo.doe.gov/data_validation.htm.
- iv. Source data is expected to be updated annually for the following data elements:
 - Usage Code
 - Status
 - Utilization
 - RPV
 - Deferred Maintenance
 - Annual Actual Maintenance
 - Mission Dependency
 - Using Organization
 - Excess Indicator
 - Estimated Disposition Year
 - Total Number of Federal Employees
 - Total Number of Contractor Employees
 - Total Number of Other Personnel
 - Total No of Occupants
 - Outgrant Indicator
 - Cool Roof –Total Roof Projected Area (GSF)
 - Cool Roof – Vegetative Area (GSF)
 - Cool Roof – Reflective Area (GSF)
 - Cool Roof – Photovoltaic Area (GSF)
 - Cool Roof - Planned Complete Cool Roof Date
 - Cool Roof Not Economically Feasible
 - Annual Operating Costs
 - Sustainability: Compliance Approach
 - Sustainability: Assessment Year
 - Sustainability: Planned Compliance Year
 - Sustainability: USGBC Project ID
 - Sustainability: Certification Level Received
 - Sustainability: Guiding Principles Percentage
 - Meters - Electricity
 - Meters- Gas – Natural

- Meters - Gas – Other
 - Meters - Coal
 - Meters - Fuel Oil
 - Meters - Steam
 - Meters - Water – Chilled
 - Meters - Water – Potable
 - Meters - Water – Non Potable, Fresh
 - Lease Annual Rent
- v. Source data for Bridge Safety Inspection date is expected to be updated with the same frequency as the required inspection. Bridge safety inspection frequency is as follows: Train bridges – one inspection per calendar year, with not more than 540 days between successive inspections. Publicly accessible vehicular bridges - regular intervals not to exceed 24 months. Ensure the level of bridge safety inspection is commensurate with the operational (FIMS) Status of the bridge.
- vi. The remainder of the data elements should be updated as appropriate or when data changes.
- vii. Figure 2 below illustrates source documentation requirements for validating *Sustainability Data*.
- viii. If a FIMS value is 0. The source document must also be 0 (i.e. if FIMS has \$0 for Actual Maintenance for an asset, the source data must also indicate \$0 for that asset). Lack of a source document for a 0 (zero) or ‘No’ value would cause a material variance for that FIMS record.
- ix. Downloading or printing FIMS data for multiple data elements and having multiple individuals sign off that the FIMS data is valid, is not acceptable for use as source documentation.
- x. If there is no historic source documentation for a particular data element, and it can’t be generated elsewhere, as a last resort, it is acceptable to develop a table from data currently in FIMS for that particular data element, have the Site’s Source Data Owner (SDO) review the data, make needed corrections, and sign and date the table indicating that he/she certifies the data is accurate. The table can only contain data for one SDO and the SDO must personally review and certify the data as correct. This can be accomplished by signing and dating the table or by sending an email with the table/spreadsheet attached. Note: This procedure cannot be used for the following FRPC data elements: Size, Utilization, Replacement Plant Value, Deferred Maintenance, Annual Operating Costs, Annual Actual Maintenance, Excess Indicator, Sustainability data, Cool Roof data, and Bridge Safety Inspection.

Documentation Required to Validate Sustainability Data



FIMS automatically sets the 15% Goal Flag to "X" when:

- GSF ≤ 5,000 sq. ft.; or,
- Estimated Disposition Year ≤ 2015; or,
- Ownership ≠ O or D

Note: No validation of the Planned Compliance Year proposed here. "9999" = Not Worth a Full Assessment

Guiding Principles 100% Equivalency through LEED Certification (Based on Strategic Sustainability Performance Plan, September 2011):

- At CD-2 or higher on or before 10/01/2008: Any level of LEED certification; or,
- At CD-1 or lower on or after 10/01/2008: LEED-New Construction Gold or Platinum certification; or,
- LEED - Existing Buildings Operation & Maintenance Silver certification or higher

Note: Where no CD dates exist, use the LEED project registration date in (a) and (b) above.

Figure 2. Documentation Required to Validate Sustainability Data

- f. **FIMS Validation Process:** Validation is a process for assuring the accuracy of FIMS data by comparing FIMS data taken from a representative sample against its source data.
- i. Prepare for the Validation: Complete Appendix B, Source Documentation Work Sheet, at least one week prior to the scheduled FIMS data validation. It can be downloaded at the following website:
http://www.fimsinfo.doe.gov/data_validation.htm.
 - ii. Determine Sample Size: Use the Sample Size Chart (found on the FIMS website data validation page: http://fimsinfo.doe.gov/data_validation.htm) to identify the number of buildings, trailers and OSF's to include in the random sample set. These numbers are based on providing a 90% confidence level that the sample taken will reflect the entire FIMS data base for the data elements validated.
 - iii. Generate a FIMS Random Sample: The random sample selection will be in accordance with the validation training materials (see FIMS Data Validation Training PowerPoint slides at: http://fimsinfo.doe.gov/data_validation.htm).
 1. The random sample will not be generated before the kick-off meeting.
 2. At multi-program sites, the random sample will be pulled from all assets regardless of program ownership.
 3. Sample size will be based on the total number of DOE owned buildings, trailers and OSF's located at the site.
 4. For Fiscal Year 2013, validation will be performed on non-archived DOE Owned and DOE leased buildings, trailers and OSF's, and DOE owned, DOE Ingrant (N) - leased, and Withdrawn from Public Domain land
 - a. DOE owned buildings; trailers and OSF's will be captured in one random sample and reported on one scorecard.
 - b. A 100 percent sample of DOE leased buildings, trailers and OSF's will be validated utilizing a second scorecard.
 - c. A 100 percent sample of land records - DOE owned, DOE Leased, and Withdrawn from Public Domain land records will be validated for sites with 25 or less land records. A random sample of 25 land records (same as above) will be validated for sites that have over 25 land records. A third scorecard will be utilized to score land records.

5. Generate random sample: Use Standard [Report #069](#) Random Asset Generator (FRPC Data Validation) to randomly select a sample set of DOE owned buildings, trailers and OSF's.
- iv. Select Outliers (optional): Use the following reports to identify outliers that should be included in the sample set.
 - Standard [Report #070a](#) Building Outlier Report (FRPC Data Validation) can be used to identify buildings with high RPV, Deferred Maintenance, or Gross Square Footage.
 - Standard Report #070e OSF Outlier Report (FRPC Data Validation) can be used to identify OSF's.
 - FRPC Data element Reports: Standard report #070b FRPC Data Element Report, can be used to extract all FRPC data elements for a particular building, trailer or OSF .
 - v. Run the Bridge Safety Inspection Report: Standard Report #068 Bridge Safety Inspection should be generated to extract all bridge records for a site. This data will be used to populate the FIMS Data Validation Reporting Form with bridge safety inspection information. Only controlled and publically accessible train bridge and publically accessible vehicle bridge safety inspections will be verified.
 - vi. Compare FIMS Data with Source Data: For each real property asset the value in FIMS shown in Report #069 is compared to the sites' source data. Use the FIMS Data Validation Reporting Form on the FIMS website at: http://fimsinfo.doe.gov/data_validation.htm.
 - A material variance occurs when a difference of 10% or more for numeric data (deferred maintenance, replacement plant value etc.) and any difference for non-numeric data (usage code, zip code, state etc.) is encountered.
 - Calculate the frequency of material variance for each data element. (e.g., in a sample of 25 records containing 5 material variances, the frequency of material variances would be $5/25=.2$ or 20 percent). This is automatically calculated by the FIMS Data Validation Form found on the FIMS website.
 - vii. DOE Leased Assets: Run Standard [Report #069a](#) DOE Leased Assets (FRPC Data Validation) to extract the DOE leased assets.
 - Compare FIMS Data in Report #69a with Source Data For each DOE leased asset.

- Use the FIMS Data Validation Reporting Form for DOE leased assets on the FIMS website at: http://fimsinfo.doe.gov/data_validation.htm.
- viii. Land Assets: Run Standard [Report #69b Land Data Validation Report](#) to extract land records to be validated.
- Compare FIMS Data in Report #69b with source data for each land record.
 - Use the FIMS Data Validation Reporting Form for land records on the FIMS website at: http://fimsinfo.doe.gov/data_validation.htm.
- ix. Visit Selected Facilities: To cross check source data and FIMS data against the actual asset a facility visit is required. Drive by as many assets as practical in the sample sets. Conduct a walk-through of approximately 30%, but not less than 10%, of the building, trailer and OSF random sample size (e.g. for a sample size of 25, walk-through or visit five to seven buildings, trailers or OSF's). This is not a detailed facility inspection, but an overview to verify that the actual conditions of the real property asset are consistent with source data and FIMS data. The purpose of the walk-through is:
- Provide a check on the source data. Errors found in source data are more serious than those found in FIMS data. If source data errors are found, they should be noted on the validation worksheets and the element(s) rescored. Additional walk-through inspections should be considered to determine if the error in source data is widespread or an anomaly for one asset. In general, if errors are found in source data, the element will be considered “red” because the source data is unreliable.
 - Provide an additional check on FIMS data for the validation. If errors are found during the walk-through, they should be noted on the validation worksheets and the data element rescored.
- g. **Scoring FIMS Validation:** Site FIMS data shall be scored based on a red, yellow and green scorecard for “Status” of the overall data (accuracy of the existing database) and the “Progress” towards improvement.
- i. Each data element included in the validation shall be scored based on the frequency of material variance as noted in Figure 3.³

³ Frequency of material variance = the percent of records found within the random sample (including outliers selected for validation) judged to contain a material variance.

Score	Green	Yellow	Red
Data Element	No more than a 5% frequency of material variance	Greater than 5%, but no more than 10% frequency of material variance	Greater than 10% frequency of material variance

Figure 3 – Scoring of Specific Elements

- ii. The overall “Status” score is generated as a result of the compilation of the scoring of specific data elements.
 - The “Status” score is a direct result of the frequency of material variance identified within each of the data elements validated as indicated in Figure 4.

FIMS Scorecard Status Score	Performance Measures *	Remainder of Validated Elements	Notes
Green	All performance measures green and...	All other elements at-least yellow	Preferred level of data quality
Yellow	Any one performance measure yellow or...	No more than one of the remaining elements red	Minimal acceptable level of data quality
Red	Any one performance measure red or...	More than one of the remaining elements red	Unacceptable data quality
*FRPC Performance Measures: Replacement Plant Value, Deferred Maintenance, Utilization, Mission Dependency, Annual Operating Costs and Annual Actual Maintenance			

Figure 4 – Scoring of Status

- Sites scored red in “Status” must develop a Corrective Action Plan and report progress toward implementation of the plan.
 - a. The corrective action plan should be forwarded to the site’s Headquarters’ Program Office and OAPM within 30 days of the validation.

- iii. A “Progress” rating of green, yellow or red is developed based on the site’s efforts to improve FIMS data since its last validation.
 - If a Corrective Action Plan is required based on a red score, the “Progress” score is based on the management of the Corrective Action Plan and demonstrated improvement in the data since the last validation.
 - “Progress” scoring is identified in Figure 5.

FIMS Scorecard Progress Score	Improvement of Data	Goals of the Corrective Action Plan	Notes
Green	Status is green or significant improvement since last validation.	Goals established and being met or no plan needed.	If Status is green or yellow, no correction plan is required and progress is typically green.
Yellow	Some improvement in data quality since last validation.	Progress is slipping.	
Red	Minimal improvement in data quality since last validation.	Goals for improvement not being met.	

Figure 5 – Scoring of Progress

h. Scoring Bridge Safety Inspection Verification:

- i. Scoring will be either “Green, “Red” or “N/A”. If all required data is verified as correct the Bridge Safety Inspection Verification is scored “Green”. If discrepancies are noted the score is “Red”. If Site does not have any bridges it is scored as “N/A”.
- ii. The Bridge Safety Inspection Verification score will be a separate score on the DOE Owned scorecard.

10. Reporting and Record Keeping:

- a. **Records:** Site offices will maintain validation documentation (work sheets, scorecards, random sample, corrective action plans, etc.) for at least five fiscal years.
 - i. Documentation is necessary to simplify quality assurance, spot trends and identify areas for improvement.
 - ii. Maintaining validation documentation for five fiscal years aligns with quality assurance goals and inspection periods identified in DOE Order 430.1B and the Department's Disposition Schedule found at:
<http://energy.gov/cio/guidance/records-management/disposition-schedules>.
- b. **Scorecards:**
 - i. Sites will provide scorecards and validation schedules to their Headquarters Program Offices consistent with guidance and timeframes noted previously in Section 7 – Roles and Responsibilities.
 - ii. Programs will forward scorecards to OAPM when each site completes its FIMS validation or required revalidation.

Appendix A
FY 2013 FIMS Validation Schedule
OAPM Planned Quality Assurance Reviews Highlighted in Yellow

FY 2013 FIMS Data Validation Schedule															
LPSO	PRGM	OAPM QA Visit	OAPM Rep	EES Rep	Site	Field Office	Assets Owned	DOE Leased	Contr Leased	Land Records	Date Scheduled	Date Completed	Score Buildings/ Trailers/ OSF's	Score DOE Leases	Score DOE Land
EE	EE	2009/2013	Cindy	Gayle	National Renewable Energy Laboratory - Cole Blvd	Golden Field Office	3	0	10						
					National Wind Technology Center	Golden Field Office	52	0	0	2					
					Natl. Renewable Energy Lab.-South Table Mountain	Golden Field Office	50	0	0	5					
EM	EM				Crescent Junction	EM Consolidated Business Center	20	0	0	1					
EM	EM	2006/2007/2012			Depleted Uranium Hexafluoride(DUF6)-Paducah	EM Consolidated Business Center	29	0	0						
EM	EM	2006/2007/2012			Depleted Uranium Hexafluoride(DUF6)-Portsmouth	EM Consolidated Business Center	18	0	0						
EM	EM	2006/2007/2011			East Tennessee Technology Park	Oak Ridge Office	456	0	5	1					
	NE						4	0	0						
	NNSA						5	0	0						
	SC						1	0	0						
							466	0	5						
EM	EM				EMCBC	EM Consolidated Business Center	0	3							
EM	EM				ETEC, Canoga Park, CA	EM Consolidated Business Center	28	0	0						
EM	EM	2010			Moab	EM Consolidated Business Center	33	1	1	4					
EM	EM				Mound	EM Consolidated Business Center	23			1					
EM	EM	2006/2008/2013	Phil	Mark	Office of River Protection	Richland Operations Office	289	0	14						
EM	EM	2006/2007/2012			Paducah Gaseous	EM Consolidated Business Center	574	0	4	1					
EM	EM	2006/2007/2012			Portsmouth Gaseous	EM Consolidated Business Center	209	0	4	2					
EM	EM	2006/2008/2013	Phil	Mark	Richland Operations Office	Richland Operations Office	991	1	19	40					
EM	EM	2005/2007/2009/2013	Adam	Mark	Savannah River Site	Savannah River Site	1875	0	0	7					
	NNSA						55	0	3						
							1930	0	3						
EM	EM	2006/2011			Waste Isolation Pilot Plant	Carlsbad Field Office	105	0	0	1					
EM	EM				West Valley	EMCBC	0		1	0					

FY 2013 FIMS Data Validation Schedule

LPSO	PRGM	OAPM QA Visit	OAPM Rep	EES Rep	Site	Field Office	Assets Owned	DOE Leased	Contr Leased	Land Records	Date Scheduled	Date Completed	Score Buildings/ Trailers/ OSF's	Score DOE Leases	Score DOE Land
FE	FE	2009			Albany Research Center	National Energy Technology Laboratory	63	2	0	1					
FE	FE	2008/ 2013	Phil	Gayle	Morgantown Office	National Energy Technology Laboratory	111	3	0	1					
FE	FE	2008/ 2013	Phil	Gayle	Pittsburgh Office	National Energy Technology Laboratory	72	1	0	1					
FE	FE	2009/ 2010			Naval Pet. Reserve No 3 Rocky Mountain Oilfield Testing Center Casper, WY	Naval Petroleum Reserves	39	0	0	1					
FE	FE	2007/ 2008/ 2011			Bayou Choctaw Facility	Strategic Petroleum Reserves	50	0	0	3					
					Big Hill Facility	Strategic Petroleum Reserves	58	0	0	3					
					Bryan Mound Facility	Strategic Petroleum Reserves	74	0	0	1					
					New Orleans Facility	Strategic Petroleum Reserves	3	2	1						
					St. James Facility	Strategic Petroleum Reserves	33	0	0	1					
					West Hackberry Facility	Strategic Petroleum Reserves	47	0	0	1					
HSS	HSS	2009/ 2011/ 2012/ 2013	Monja	Gayle	National Training Center - Albuquerque, NM	NNSA Service Center	45	0	0						

FY 2013 FIMS Data Validation Schedule

				Ambrosia Lake, NM, Disposal Site	Legacy Mgmt	3	0	0	1				
				Amchitka, AK, Site	Legacy Mgmt	8	0	0					
				Bear Creek, WY, Disposal Site	Legacy Mgmt				1				
				Bluewater, NM, Disposal Site	Legacy Mgmt	6	0	0	1				
				Burrell, PA, Disposal Site	Legacy Mgmt	4	0	0	1				
				Calibration Pits and Pads	Legacy Mgmt	8	0	0	4				
				Canonsburg, PA, Disposal Site	Legacy Mgmt	5	0	0	1				
				Central Nevada Test Area, NV, Site	Legacy Mgmt	6	0	0	2				
				Colonie, NY, Site	Legacy Mgmt	4	0	0	2				
				Durango, CO, Disposal/Processing Site	Legacy Mgmt	6	0	0	1				
				Edgemont, SD, Disposal Site	Legacy Mgmt	3	0	0	1				
				Falls City, TX, Disposal Site	Legacy Mgmt	4	0	0	1				
				Fernald, OH, Site	Legacy Mgmt	16	1	0	1				
				Gas HillsNorth, WY Disposal Sitr	Legacy Mgmt				1				
				Gasbuggy, NM, Site	Legacy Mgmt	1	0	0	1				
				Gnome Coach, NM, Site	Legacy Mgmt	3	0	0	2				
				Grand Junction, CO, Disposal/Processing Site	Legacy Mgmt	15	0	0	1				
				Grand Junction, CO, Site	Legacy Mgmt	2	6	0					
				Green River, UT, Disposal Site	Legacy Mgmt	4	0	0	1				
				Gunnison, CO, Disposal/Processing Site	Legacy Mgmt	5	0	0	1				
				Hallam, NE, Decommissioned Reactor	Legacy Mgmt	5	0	0					
				L-Bar, NM, Disposal Site	Legacy Mgmt	5	0	0	1				
				Lakeview, OR, Disposal/Processing Site	Legacy Mgmt	6	0	0	1				
				Las Vegas, NV, Site	Legacy Mgmt	0	0	0					
				Lowman, ID, Disposal Site	Legacy Mgmt	2	0	0	1				
				Maybell West, CO, Disposal Site	Legacy Mgmt	3	0	0	2				
				Maybell, CO, Disposal Site	Legacy Mgmt	3	0	0	3				
				Maywood, NJ, Site	Legacy Mgmt	3	0	0	1				
				Mexican Hat, UT, Disposal Site	Legacy Mgmt	3	0	0	1				
				Middlesex Sampling Plant, NJ, Site	Legacy Mgmt	3	0	0	1				
				Monticello, UT, Disposal and Processing Sites	Legacy Mgmt	12	0	0	3				
				Monument Valley, AZ, Processing Site	Legacy Mgmt	3	0	0					
				Morgantown, WV Office Site	Legacy Mgmt	1	0	0					
				Naturita, CO, Disposal/Processing Site	Legacy Mgmt	6	0	0	1				
				Niagara Falls Storage Site, NY	Legacy Mgmt	4	0	0	1				
				Parkersburg, WV, Disposal Site	Legacy Mgmt	3	0	0	1				
				Pinellas County, FL, Site	Legacy Mgmt	6	0	1	2				
				Piqua, OH, Decommissioned Reactor	Legacy Mgmt	4	0	0	1				
				Rifle, CO, Disposal/Processing Site	Legacy Mgmt	9	0	1	1				
				Rio Blanco, CO, Site	Legacy Mgmt	2	0	0	1				
				Riverton, WY, Processing Site	Legacy Mgmt	1	0	0					
				Rocky Flats, CO, Site	Legacy Mgmt	13	1	0	4				
				Rulison, CO, Site	Legacy Mgmt	2	0	0					
				Salmon, MS, Site	Legacy Mgmt	2	0	0					
				Salt Lake City, UT, Disposal/Processing Site	Legacy Mgmt	3	0	0	1				
				Sherwood, WA, Disposal Site	Legacy Mgmt	3	0	0					
				Shiprock, NM, Disposal Site	Legacy Mgmt	7	0	0					
				Shirley Basin South, WY, Disposal Site	Legacy Mgmt	4	0	0	1				
				Shoal, NV, Site	Legacy Mgmt	3	0	0	1				
				Site A/Plot M, IL, Decommissioned Reactor, Site	Legacy Mgmt	4	0	0					
				Slick Rock, CO, Disposal/Processing Site	Legacy Mgmt	7	0	0	1				
				Spook, WY, Disposal Site	Legacy Mgmt	2	0	0	1				
				Tuba City, AZ, Disposal Site	Legacy Mgmt	15	0	0					
				Uranium Lease Site PLO 1495	Legacy Mgmt	0	0	0	1				
				Uranium Lease Site PLO 459	Legacy Mgmt	0	0	0	1				
				Uranium Lease Site PLO 494	Legacy Mgmt	0	0	0	1				
				Uranium Lease Site PLO 565	Legacy Mgmt	0	0	0	1				
				Uranium Lease Site PLO 698	Legacy Mgmt	0	0	0	1				
				Uranium Lease Site PLO 779	Legacy Mgmt	0	0	0	1				
				Weldon Spring, MO, Site	Legacy Mgmt	8	0	0	2				

LM

LM

2008/
2012

FY 2013 FIMS Data Validation Schedule

LPSO	PRGM	OAPM QA Visit	OAPM Rep	EES Rep	Site	Field Office	Assets Owned	DOE Leased	Contr Leased	Land Records	Date Scheduled	Date Completed	Score Buildings/ Trailers/ OSF's	Score DOE Leases	Score DOE Land
NE	NE	2007/ 2011			Idaho National Lab-Idaho Falls -REC	Idaho Operations Office	40	0	29	6					
	NE				Idaho National Lab-Scoville		508	0	4	2					
	EM				Idaho National Lab-Idaho Falls R E C		0	0	6						
	EM				Idaho National Lab-Scoville		307	0	2						
	EM				Fort St. Vrain		2	0	0	2					
							857	0	41						
NE	NE	2007/ 2008/ 2009			Paducah - USEC	Oak Ridge Office	252	0	0	2					
NE	NE	2007/ 2008/ 2009			Portsmouth USEC	Oak Ridge Office	56	0	0	5					
NNSA	NNSA	2007/ 2010			AL Complex	NNSA AL Complex	22	1	0	4					
							1	0	0						
NNSA	NNSA	2008/ 2013	Adam	Mark	Kansas City Plant - Kansas City, MO	Kansas City Site Office	58	0	1	1					
NNSA	NNSA	2010/ 2013	Adam	Mark	Kirtland - Albuquerque	Kansas City Site Office	36	0	4						
NNSA	NNSA	2007/ 2010			Las Vegas	Nevada Site Office	100	0	2	2					
	NNSA				Mt. Brock		1			1					
	NNSA				Nevada National Security Site		1139	0	0						
	NNSA				Santa Barbara		8	0	2						
	NNSA				Darwin Mine Seismic Station		0	0	0	1					
	NNSA				Nelson Seismic Station		0	0	0	1					
	EM				Nevada National Security Site		1	0	0	102					
							1249	0	4						
NNSA	NNSA	2007/ 2012			Lawrence Livermore Lab Site 300	Livermore Site Office	214	0	0	2					
	EM				Lawrence Livermore National Laboratory	Livermore Site Office	435	0	5	2					
	SC				Lawrence Livermore National Laboratory	Livermore Site Office	11	0	0						
	SC				Lawrence Livermore National Laboratory	Livermore Site Office	19	0	0						
							679	0	5						
NNSA	NNSA	2007/ 2009/ 2010/ 2011			Los Alamos National Laboratory, Santa Fe, NM	Los Alamos Site Office	1763	1	52	6					
	SC					1	0	0							
	NNSA				Los Alamos	Los Alamos Site Office	0	0	1						
							1764	1	53						
NNSA	NNSA	2009/ 2012			Office of Secure Transportation- Albuquerque, NM	Office of Secure Transportation	98	4	0	9					
NNSA	NNSA	2007/ 2012			Pantex Site Office	Pantex Site Office -Amerillo, Tx	693	3	10	8					
NNSA	NNSA	2007/ 2013	Monja	Gayle	SNL - California	Sandia Site Office - Albuquerque	108	0	5	1					
	NNSA				SNL - Hawaii		112	0	0						
	NNSA				SNL - Nevada		148	0	1						
	NNSA				SNL - New Mexico		787	0	14	7					
	EE				SNL - New Mexico		1	0	0						
	SC				SNL - California		3	0	0						
	SC				SNL - New Mexico		4	0	0						
							1163	0	20						
NNSA	NNSA				Santa Barbara	Nevada Site Office			2						
NNSA	NNSA	2013	Phil	Mark	The Central Training Facility	Y-12 Site Office	8	0	0						
NNSA	NNSA	2007/ 2011			Y-12 Site Office	Y-12 Site Office	445	0	7	1					
	EM				Y-12 Site Office		39	0	0						
	SC				Y-12 Site Office		17	0	0						
	NE				Y-12 Site Office		1	0	0						
	NE				Y-12 Site Office		1	0	0						
							510	0	7						

FY 2013 FIMS Data Validation Schedule

LPSO	PRGM	OAPM QA Visit	OAPM Rep	EES Rep	Site	Field Office	Assets Owned	DOE Leased	Contr Leased	Land Records	Date Scheduled	Date Completed	Score Buildings/ Trailers/ OSF's	Score DOE Leases	Score DOE Land
NR	NR				Bettis - Idaho Falls, Idaho	Naval Reactors Laboratory Field Office	97	0	0						
NR	NR				Bettis - Pittsburgh, PA	Naval Reactors Laboratory Field Office	146	0	0	1					
NR	NR				KAPL - Kesselring, NY	Naval Reactors Laboratory Field Office	196	0	0	1					
NR	NR				KAPL - Knolls - Schenectady, NY	Naval Reactors Laboratory Field Office	164	0	0	1					
SC		2011			Ames Lab, Ames, IA	Chicago Office	14	0	0	4					
SC	SC	2008/ 2013	Cindy	Gayle	Argonne Nat'l Lab-Site D	Chicago Office	202	0	6	4					
SC	SC	2009			Brookhaven National Laboratory	Chicago Office	438	0	1	2					
	EM				Brookhaven National Laboratory		30	0	0						
							468	0	1						
SC	SC	2009/ 2013	Cindy	Gayle	Fermi Nat'l Accelerator	Chicago Office	473	0	0	2					
SC	SC	2010			Lawrence Berkeley Laboratory	Chicago Office	465	0	13	29					
SC	EE				Lawrence Berkeley Laboratory	Chicago Office	1	0	1						
							466	0	14						
SC	SC				Notre Dame Radiation Lab	Chicago Office	1	0	0	1					
SC	SC	2007/ 2012			Oak Ridge Institute for Science and Education	Oak Ridge Office	13	0	0	1					
SC	SC	2008/ 2009/ 2012			Oak Ridge National Laboratory (X-10)	Oak Ridge Office	575	0	23	2					
	EM						272	0	14						
	NE						1	0	0						
							848	0	37						
SC	SC	2008/ 2013	Phil	Mark	Oak Ridge Office, Town Site	Oak Ridge Office	197	2	0	4					
SC	SC	2007/ 2012			Office of Scientific and Technical Information	Oak Ridge Office	6	0	0	1					
SC	SC	2010			PPPL-Forestall Research. Ctr	Chicago Office	58	0	0	4					
SC	SC	2007			Pacific Northwest National Lab, Richland, WA	Oak Ridge Office	20	0	31	2					
	EM						9	0	1						
							29	0	32						
SC	SC	2008/ 2013	Ivan	Gayle	Stanford Linear Accelerator Center - CA	Chicago Office	265	0	0	1					
SC	SC	2009			Thomas Jefferson National Accelerator Facility	Oak Ridge Office	111	2	5	5					

Appendix B

Source Documentation Work Sheet

- 1. To be completed one week prior to the FIMS data validation and provided to each of the validation team members.**
- 2. In general, source documentation is authoritative data the FIMS administrator would use to enter or update data in FIMS. Source data must have an owner, be managed, dated, and updated at appropriate intervals.**
- 3. Source data is expected to be updated annually for the following data elements: Usage Code, Status, Outgrant Indicator, Excess Indicator, Estimated Disposition Year, Using Organization, Utilization, RPV, Deferred Maintenance, Mission Dependency, Annual Operating Costs, Annual Actual Maintenance, Sustainability Compliance Approach, Sustainability Assessment Year, Sustainability Planned Compliance Year, Sustainability USGBC Project ID Sustainability Certification Level Received, Sustainability Guiding Principle Percentage, Cool Roof Not Economically Feasible, Cool Roof - Planned Complete Cool Roof Date, Cool Roof – Photovoltaic Area (GSF), Cool Roof – Reflective Area (GSF), Cool Roof – Total Roof Projected Area (GSF), Cool Roof – Vegetative Area (GSF), Total No of Occupants, Total No of Federal Employees, Total No of Contractor Employees, Total No of Other Personnel, Meters- Electricity, Meters- Gas – Natural, Meters- Gas – Other, Meters- Coal, Meters- Fuel Oil, Meters- Steam, Meters- Water – Chilled, Meters- Water – Potable, Meters- Water – Non Potable, Fresh, and Lease Annual Rent. Source data for Bridge Safety Inspection is expected to be updated with the same frequency as the required inspection. The remainder of the data elements should be updated as appropriate or when data changes.**
- 4. If there is no historic source documentation for a particular data element, and it can't be generated elsewhere, as a last resort, it is acceptable to develop a table from data currently in FIMS for that particular data element, have the Site's Source Data Owner (SDO) review the data, make needed corrections, and sign and date the table indicating that he/she certifies the data is accurate. The table can only contain data for one SDO and the SDO must personally review and certify the data as correct. This can be accomplished by signing and dating the table or by sending an email with the table/spreadsheet attached.**
- 5. This procedure cannot be used for the following FRPC data elements: Size, Utilization, Replacement Plant Value, Deferred Maintenance, Annual Operating Costs, Annual Actual Maintenance, Excess Indicator, Sustainability data, Cool Roof data, and Bridge Safety Inspection.**
- 6. Note: Downloading or printing FIMS data for multiple data elements and having several individuals sign off that the FIMS data is valid, is not acceptable for use as source documentation.**

The Data Elements listed on this worksheet are in the same order as on the Validation Reporting Form

FRPC Data Element	Source Data Owner	Validation Required For	Process For Obtaining Source Data	Typical Acceptable Source
1. Ownership Update: As appropriate	Name: Phone: Email: Position: Company:	DOE Owned and Leased Buildings, Trailers, OSFs and Land*		Dated list of assets validated by the Site Manager/Real Estate. Source used: Source date: For Withdrawn land A “Public Land Order” issued by the Department of Interior, Bureau of Land Management on the Federal Register is the source documentation of a public land withdrawal (see appendix C). For Land see appendix D.
2. Usage Code Update: Annually	Name: Phone: Email: Position: Company:	DOE Owned and Leased Buildings, Trailers, OSFs and Land*		Dated list of assets validated by the Site Manager or appropriate office managing real property familiar with FIMS usage codes. For Land see appendix D. Source used: Source date:
3. Property Type Update: As appropriate	Name: Phone: Email: Position: Company:	DOE Owned and Leased Buildings, Trailers, OSFs and Land*		As-builts, property documentation records, dated list of assets validated by Engineering or appropriate office managing real property. For Land see appendix D. Source used: Source date:
4. Status Update: Annually	Name: Phone: Email: Position: Company:	DOE Owned and Leased Buildings, Trailers, OSFs and Land*		Dated list of assets validated by Site Manager or appropriate office managing real property. For Land see appendix D. Source used: Source date:
5. Size GSF (buildings and trailers), Primary Quantity (OSFs) or Total Acreage (Land Records) Update: As appropriate For OSF’s Validate secondary quantity if applicable.	Name: Phone: Email: Position: Company:	DOE Owned and Leased Buildings, Trailers, OSFs and Land*		As-built drawings, property documentation records, or <u>dated list of assets with GSF validated by Engineering or appropriate office managing real property.</u> For OSF’s documentation from sites source data owner (i.e. if as builds were not available for an underground tank a memo from the tank farm manager stating the size of the tank could be used as source data). For Land see appendix D. Source used: Source date:

Appendix B - Source Documentation Worksheet

FRPC Data Element	Source Data Owner	Validation Required For	Process For Obtaining Source Data	Typical Acceptable Source
6. Secondary Quantity (OSF only) Update: As appropriate	Name: Phone: Email: Position: Company:	DOE Owned and Leased OSFs		Same as above
7. Utilization Update: Annually	Name: Phone: Email: Position: Company:	DOE Owned and Leased Buildings and Trailers. Don't validate OSF's		Site generated Utilization Report, must be approved by Site Manager or appropriate office. Source used: Source date:
8. Replacement Plant Value (RPV) Update: Annually	Name: Phone: Email: Position: Company:	DOE Owned and Leased Buildings, Trailers and OSF's	Must have rational for contractor generated RPV's.	For buildings and trailers RS Mean's w/FIMS models, Cost Works, or other documented model that provides a true replacement value. Do not use Current Plant Value (CPV) for buildings and trailers. For OSF's provide cost estimate. Could be a rough estimate from sites SME. CPV's for are acceptable for OSF's. Source used: Source date:
9. Deferred Maintenance (DM) Update: Annually	Name: Phone: Email: Position: Company:	DOE Owned Buildings, Trailers and OSFs		CAIS reports. Other documented methods that includes a physical inspection of the building. Provide evidence the physical inspection has been performed within the last five years. Source used: Source date:
10. Annual Actual Maintenance (AM) Update: Annually	Name: Phone: Email: Position: Company:	DOE Owned and Leased Buildings, Trailers, OSFs and Land*	Captured at asset level? Yes: ___ No: ___	Financial report from sites financial office listing total annual maintenance for each asset. Annual Maintenance costs include burdened direct and indirect costs. If Site allocates maintenance costs provide allocation procedures. For Land see appendix D. Source used: Source date:
11. Mission Dependency Update: Annually	Name: Phone: Email: Position: Company:	DOE Owned and Leased Buildings, Trailers, OSFs and Land*		List of assets validated by Site Manager or HQ Program Office. For Land see appendix D. Source used: Source date:

Appendix B - Source Documentation Worksheet

FRPC Data Element	Source Data Owner	Validation Required For	Process For Obtaining Source Data	Typical Acceptable Source
12. Historic Designation Update: As appropriate	Name: Phone: Email: Position: Company:	DOE Owned Buildings, Trailers, OSFs and Land*		Documented report from SHPO or dated list of assets validated by office coordinating with SHPO. For Land see appendix D. Source used: Source date:
13. Using Organization Update: Annually	Name: Phone: Email: Position: Company:	DOE Owned and Leased Buildings, Trailers, OSFs and Land*		Dated list of assets validated by Site Manager or cognizant office. For Land see appendix D. Source used: Source date:
14. Main Location Update: As appropriate	Name: Phone: Email: Position: Company:	DOE Owned and Leased Buildings, Trailers, OSFs and Land*		Letterhead with mailing address. Memo from Admin/Mailroom documenting address and/or zip code. Documentation from Post Office. For Land see appendix D. Source used: Source date:
15. Location City Update: As appropriate	Name: Phone: Email: Position: Company:	DOE Owned and Leased Buildings, Trailers, OSFs and Land*		Memo from Admin, Mailroom, or Post Office. Website: www.zip-codes.com . For Land see appendix D. Source used: Source date:
16. Location State Update: As appropriate	Name: Phone: Email: Position: Company:	DOE Owned and Leased Buildings, Trailers, OSFs and Land*		Memo from Admin, Mailroom, or Post Office. Website: www.zip-codes.com . For Land see appendix D. Source used: Source date:
17. Location County Update: As appropriate	Name: Phone: Email: Position: Company:	DOE Owned and Leased Buildings, Trailers, OSFs and Land*		Memo from Admin, Mailroom, or Post Office. Website: www.zip-codes.com Source used: Source date:
18. Location Zip Code Update: As appropriate	Name: Phone: Email: Position: Company:	DOE Owned and Leased Buildings, Trailers, OSFs and Land*		Memo from Admin, Mailroom, or Post Office. Website: www.usps.com if used must use validated Main Location address. For Land see appendix D. Source used: Source date:

Appendix B - Source Documentation Worksheet

FRPC Data Element	Source Data Owner	Validation Required For	Process For Obtaining Source Data	Typical Acceptable Source
19. Location Congressional District Update: As appropriate	Name: Phone: Email: Position: Company:	DOE Owned and Leased Buildings, Trailers, OSFs and Land*		Memo from Admin, Mailroom, or Post Office. Website: www.zip-codes.com (If updated) or http://www.house.gov/ (see top left corner). For Land see appendix D. Source used: Source date:
20. Excess Indicator Update: Annually	Name: Phone: Email: Position: Company:	DOE Owned Buildings, Trailers, OSFs and Land*		Email from OECM/OAPM indicating the Excess Indicator can be changed to “Yes”. For Land see appendix D.
21. Estimated Disposition Year Update: Annually	Name: Phone: Email: Position: Company	DOE Owned and Leased Buildings, Trailers, OSFs and Land*		Documentation from the Site’s disposition planner or other official documentation from the site that provides disposition plans. For Land see appendix D.
22. Total No of Federal Employees Update: Annually	Name: Phone: Email: Position: Company:	DOE Owned and Leased Buildings and Trailers		Documentation from annual utilization survey, building manager or other site SME who is responsible to track number of occupants working in each building
23. Total No of Contractor Employees Update: Annually	Name: Phone: Email: Position: Company:	DOE Owned and Leased Buildings and Trailers		Documentation from annual utilization survey, building manager or other site SME who is responsible to track number of occupants working in each building
24. Total No of Other Personnel Update: Annually	Name: Phone: Email: Position: Company:	DOE Owned and Leased Buildings and Trailers		Documentation from annual utilization survey, building manager or other site SME who is responsible to track number of occupants working in each building
25. Total No of Occupants Update: Annually	Name: Phone: Email: Position: Company:	DOE Owned and Leased Buildings and Trailers		Documentation from annual utilization survey, building manager or other site SME who is responsible to track number of occupants working in each building
26. Outgrant Indicator Update: Annually	Name: Phone: Email: Position: Company:	DOE Owned and Leased Buildings, Trailers, OSFs and Land*		Documentation from Real Estate. For Land see appendix D.

Appendix B - Source Documentation Worksheet

FRPC Data Element	Source Data Owner	Validation Required For	Process For Obtaining Source Data	Typical Acceptable Source
27. Cool Roof – Total Roof Projected Area (GSF) Update: Annually	Name: Phone: Email: Position: Company:	DOE Owned and Leased Buildings and Trailers		Documentation from the site’s Cool Roof coordinator or Cool Roof SDO. Acceptable source data would be a table that lists each Property Id for the site and provides data for cool roof data.
28. Cool Roof – Vegetative Area (GSF) Update: Annually	Name: Phone: Email: Position: Company:	DOE Owned and Leased Buildings and Trailers		Documentation from the site’s Cool Roof coordinator or Cool Roof SDO. Acceptable source data would be a table that lists each Property Id for the site and provides data for cool roof data.
29. Cool Roof – Reflective Area (GSF) Update: Annually	Name: Phone: Email: Position: Company:	DOE Owned and Leased Buildings and Trailers		Documentation from the site’s Cool Roof coordinator or Cool Roof SDO. Acceptable source data would be a table that lists each Property Id for the site and provides data for cool roof data.
30. Cool Roof – Photovoltaic Area (GSF) Update: Annually	Name: Phone: Email: Position: Company:	DOE Owned and Leased Buildings and Trailers		Documentation from the site’s Cool Roof coordinator or Cool Roof SDO. Acceptable source data would be a table that lists each Property Id for the site and provides data for cool roof data.
31. Cool Roof – Planned Complete Cool Roof Date Update: Annually	Name: Phone: Email: Position: Company:	DOE Owned and Leased Buildings and Trailers		Documentation from the site’s Cool Roof coordinator or Cool Roof SDO. Acceptable source data would be a table that lists each Property Id for the site and provides data for cool roof data.
32. Cool Roof - Not Economically Feasible Update: Annually	Name: Phone: Email: Position: Company:	DOE Owned and Leased Buildings and Trailers		Documentation from the site’s Cool Roof coordinator or Cool Roof SDO. Acceptable source data would be a table that lists each Property Id for the site and provides data for cool roof data. Cool Roof Not Economically Feasible (must have life cycle cost analysis available to document)
33. Annual Operating Cost (Site Level) Update: Annually	Name: Phone: Email: Position: Company:		Did site input any asset level operating costs? Yes: ___ No: ___	Financial report from the site financial office. If site allocates costs to the asset level provide procedures. Source used: Source date:

Appendix B - Source Documentation Worksheet

FRPC Data Element	Source Data Owner	Validation Required For	Process For Obtaining Source Data	Typical Acceptable Source
34. Sustainability: Compliance Approach Update: Annually	Name: Phone: Email: Position: Company:	DOE Owned and Leased Buildings and Trailers		Documentation from the Site’s Sustainability or LEED coordinator indicating the Sustainability approach as one of the following: <ol style="list-style-type: none"> 1. Existing Building (EB) 2. New Construction (NC)
35. Sustainability: Assessment Year Update: Annually	Name: Phone: Email: Position: Company:	DOE Owned and Leased Buildings and Trailers		Documentation from the Site’s Sustainability or LEED coordinator indicating the Sustainability Assessment Year as one of the following: <ol style="list-style-type: none"> 1. Year Assessed - 2007 to present 2. Blank – If not assessed
36. Sustainability: Planned Compliance Year Update: Annually	Name: Phone: Email: Position: Company:	DOE Owned and Leased Buildings and Trailers		Documentation from the Site’s Sustainability or LEED coordinator indicating the Sustainability Planned Compliance Year as one of the following: <ol style="list-style-type: none"> 1. Current fiscal year or greater 2. Blank or 9999 (not worth bringing into compliance)
37. Sustainability: USGBC Project ID Update: Annually	Name: Phone: Email: Position: Company:	DOE Owned and Leased Buildings and Trailers		Documentation from the Site’s Sustainability or LEED coordinator indicating the LEED Certification Project ID as one of the following: <ol style="list-style-type: none"> 1. Project ID assigned by the U.S. Green Building Council (USGBC) 2. Blank - if no LEED certification is applied for
38. Sustainability: Certification Level Received Update: Annually	Name: Phone: Email: Position: Company:	DOE Owned and Leased Buildings and Trailers		Documentation from the Site’s Sustainability or LEED coordinator indicating the LEED Certification received as one of the following: <ol style="list-style-type: none"> 1. None 2. Certified 3. Silver 4. Gold 5. Platinum 6. Blank

Appendix B - Source Documentation Worksheet

FRPC Data Element	Source Data Owner	Validation Required For	Process For Obtaining Source Data	Typical Acceptable Source
<p>39. Sustainability: Guiding Principle Percentage</p> <p>Update: Annually</p>	<p>Name: Phone: Email: Position: Company:</p>	<p>DOE Owned and Leased Buildings and Trailers</p>		<p>Documentation from the Site’s Sustainability or LEED coordinator indicating the Sustainability Guiding Principle Percentage as one of the following:</p> <ol style="list-style-type: none"> 1. 0-100 2. Blank <p>Note: 100% Guiding Principles can be achieved as follows:</p> <ol style="list-style-type: none"> 1. New construction buildings that were CD-2 or higher on or before October 1, 2008, and achieved any level of LEED certification by FY 2015. 2. New construction buildings that were CD-1 or lower on or before October 1, 2008, that achieved LEED –NC Gold or Platinum certification by FY 2015. 3. Any existing building that achieved LEED Existing Buildings Operation & Maintenance (EBOM) Silver or greater by FY 2015. 4. Site’s assessment tool indicates the asset meets 100% guiding principles
<p>40. Meters - Electricity</p> <p>Update: Annually</p>	<p>Name: Phone: Email: Position: Company:</p>	<p>DOE Owned and Leased Buildings, Trailers and OSFs</p>		<p>Documentation from the site’s energy manager or whoever at the site tracks meters and their usage. Populate with one of the following: Not Used, De Minimus Use, Not Metered, Metered – Standard, Metered – Advanced.</p>
<p>41. Meters Gas- Natural</p> <p>Update: Annually</p>	<p>Name: Phone: Email: Position: Company:</p>	<p>DOE Owned and Leased Buildings, Trailers and OSFs</p>		<p>Documentation from the site’s energy manager or whoever at the site tracks meters and their usage. Populate with one of the following: Not Used, De Minimus Use, Not Metered, Metered – Standard, Metered – Advanced.</p>
<p>42. Meters - Gas – Other</p> <p>Update: Annually</p>	<p>Name: Phone: Email: Position: Company:</p>	<p>DOE Owned and Leased Buildings, Trailers and OSFs</p>		<p>Documentation from the site’s energy manager or whoever at the site tracks meters and their usage. Populate with one of the following: Not Used, De Minimus Use, Not Metered, Metered – Standard, Metered – Advanced.</p>

Appendix B - Source Documentation Worksheet

FRPC Data Element	Source Data Owner	Validation Required For	Process For Obtaining Source Data	Typical Acceptable Source
43. Meters - Coal Update: Annually	Name: Phone: Email: Position: Company:	DOE Owned and Leased Buildings, Trailers and OSFs		Documentation from the site's energy manager or whoever at the site tracks meters and their usage. Populate with one of the following: Not Used, De Minimus Use, Not Metered, Metered – Standard, Metered – Advanced.
44. Meters - Fuel Oil Update: Annually	Name: Phone: Email: Position: Company:	DOE Owned and Leased Buildings, Trailers and OSFs		Documentation from the site's energy manager or whoever at the site tracks meters and their usage. Populate with one of the following: Not Used, De Minimus Use, Not Metered, Metered – Standard, Metered – Advanced.
45. Meters - Steam Update: Annually	Name: Phone: Email: Position: Company:	DOE Owned and Leased Buildings, Trailers and OSFs		Documentation from the site's energy manager or whoever at the site tracks meters and their usage. Populate with one of the following: Not Used, De Minimus Use, Not Metered, Metered – Standard, Metered – Advanced.
46. Meters – Water - Chilled Update: Annually	Name: Phone: Email: Position: Company:	DOE Owned and Leased Buildings, Trailers and OSFs		Documentation from the site's energy manager or whoever at the site tracks meters and their usage. Populate with one of the following: Not Used, De Minimus Use, Not Metered, Metered – Standard, Metered – Advanced.
47. Meters – Water - Potable Update: Annually	Name: Phone: Email: Position: Company:	DOE Owned and Leased Buildings, Trailers and OSFs		Documentation from the site's energy manager or whoever at the site tracks meters and their usage. Populate with one of the following: Not Used, De Minimus Use, Not Metered, Metered – Standard, Metered – Advanced.
48. Meters - Water - Non Potable, Fresh Update: Annually	Name: Phone: Email: Position: Company:	DOE Owned and Leased Buildings, Trailers and OSFs		Documentation from the site's energy manager or whoever at the site tracks meters and their usage. Populate with one of the following: Not Used, De Minimus Use, Not Metered, Metered – Standard, Metered – Advanced.
49. Lease Expiration Date Update: As appropriate	Name: Phone: Email: Position: Company:	DOE Leased Buildings, Trailers, OSFs and Land*		Documentation from Real Estate or whoever manages real property leases at the site. Electronic copies of all DOE leases should be available at the validation. For Land see appendix D.

Appendix B - Source Documentation Worksheet

FRPC Data Element	Source Data Owner	Validation Required For	Process For Obtaining Source Data	Typical Acceptable Source
50. Lease Annual Rent Update: Annually	Name: Phone: Email: Position: Company	DOE Leased Buildings, Trailers, OSFs and Land*		Documentation from Real Estate or whoever manages real property leases at the site. Electronic copies of all DOE leases should be available at the validation. For Land see appendix D.
51. Lease Authority Update: As appropriate	Name: Phone: Email: Position: Company	DOE Leased Buildings, Trailers, OSFs and Land*		Documentation from Real Estate or whoever manages real property leases at the site. Electronic copies of all DOE leases should be available at the validation. For Land see appendix D.
52. Acquisition Method (Land Records) Update: As appropriate	Name: Phone: Email: Position: Company	Land*		Documentation from Real Estate. For Land see appendix D.
53. Year Acquired (Land Records) Update: As appropriate	Name: Phone: Email: Position: Company	Land*		Documentation from Real Estate. For Withdrawn land A “Public Land Order” issued by the Department of Interior, Bureau of Land Management on the Federal Register is the source documentation of a public land withdrawal (see Appendix C). For Land see appendix D.
54. Bridge - Safety Inspection Date Update: Same Frequency as the Required Inspection	Name: Phone: Email: Position: Company:	Publicly accessible vehicular and publicly accessible and controlled train bridges (Usage Codes: 1468, 1469 and 1768	Bridge Program Manager provides documentation	The bridge safety inspection report. Check the following: 1. Date of inspection. 2. Inspection date within: a. 1 yr – for controlled or publically accessible train bridges (one inspection per calendar year, with not more than 540 days between successive inspections). b. 2 years – for publically accessible vehicular bridges (not more than 24 months between inspections). 3. Be signed by a certified bridge inspector/team lead (See OECM Memo dated Sep 14, 2009, Requirements for Bridge Inspections). 4. The Level of Safety Inspection is commensurate with the operational (FIMS) Status of the Bridge.

*Land – Represents DOE Owned, DOE Leased and Withdrawn From Public Domain Land Assets

Appendix C

Example of Source Documentation for Withdrawn Land – Federal Register Notice by the Department of Interior Bureau of Land Management. Extension Required every 20 Years.

33234 Federal Register / Vol. 77,
No. 108 / Tuesday, June 5, 2012 /
Notices

Secs. 5 to 7, inclusive.

T. 9 N., R. 2 W.,

Sec. 19, and secs. 27 to 34, inclusive.

T. 8 N., R. 3 W.,

Secs. 1 to 4 inclusive, secs. 8 to 10,
inclusive, and sec. 12.

T. 9 N., R. 3 W.,

Secs. 25, 26, 34 and 35.

The areas described contain
approximately 7,415 acres.

B. The Blacks Creek Reservoir Area
Designation would affect public land 11
miles southeast of Boise, Idaho, in Ada
County. The KMFP designates the area
as open to OHV use. The OHV
designation would be amended as a
result of a route designation decision.
Additionally, visitor use development,
such as parking areas, trailheads, and
future trail construction corridors on
public land, may also be considered in
order to facilitate non-motorized
recreational uses and administrative
access.

The public lands affected by the
Blacks Creek Reservoir Area Designation
are located in:

Boise Meridian, Ada County, Idaho

T. 1 N., R. 3 E.,

Portion of secs. 5 and 6 lying north of East
Kuna-Mora Road.

T. 2 N., R. 3 E.,

Sec. 31.

The areas described contain
approximately 255 acres.

The public is encouraged to help
identify any management questions and
concerns that should be addressed in
the plan amendments. The BLM will
work collaboratively with interested
parties to identify the management
decisions that are best suited to local,
regional, and national needs and
concerns. Federal, State, and local
agencies, along with other stakeholders
who may be interested or affected by the
BLM's decision on this project are
invited to participate in the scoping
process and, if eligible, may request or
be requested by the BLM to participate
as a cooperating agency.

You may submit comments on issues
and planning criteria in writing to the
BLM at any public scoping meeting or
using one of the methods listed in the
ADDRESSES section above. Before
including your address, phone number,
email address or other personal
identifying information in your
comment, you should be aware that
your entire comment—including your
personal identifying information—may

be made publicly available at any time.
While you can ask us in your comment
to withhold your personal identifying
information from public review, we
cannot guarantee that we will be able to
do so.

The minutes and list of attendees for
any scoping meeting(s) will be available
to the public and open for 30 days after
the meeting to any participant who
wishes to clarify the views s/he
expressed. The BLM will evaluate
identified issues to be addressed in the
plan amendments, and will place them
into one of three categories:

1. Issues to be resolved in the plan
amendments;
2. Issues to be resolved through policy
or administrative action; or
3. Issues beyond the scope of the plan
amendments.

Authority: 40 CFR 1501.7, 43 CFR 1610.2.

Terry A. Humphrey,

Four Rivers Field Manager.

[FR Doc. 2012-13581 Filed 6-4-12; 8:45 am]

BILLING CODE 4310-GG-P

DEPARTMENT OF THE INTERIOR

Bureau of Land Management

**[LLWY921000, L1430000.ET0000; WYW
167436]**

Public Land Order No. 7790; Withdrawal of Public Lands for the Parting of the Ways National Historic Site; Wyoming

AGENCY: Bureau of Land Management,
Interior.

ACTION: Public land order.

SUMMARY: This order withdraws 40 acres
of public land from settlement, sale,
location, and entry under the general
land laws, including the United States
mining laws, for a period of 20 years to
protect The Parting of the Ways
National Historic Site. The land has
been and will remain open to mineral
leasing.

DATES: *Effective Date:* June 5, 2012.

FOR FURTHER INFORMATION CONTACT:

Diane Schurman, Realty Specialist,
Bureau of Land Management (BLM),
Wyoming State Office, 5353 N.
Yellowstone Road, Cheyenne, Wyoming
82009, 307-775-6189 or via email at
dschurma@blm.gov. Persons who use a
telecommunications device for the deaf
(TDD) may call the Federal Information
Relay Service (FIRS) at 1-800-877-8339
to contact the above individual. The
FIRS is available 24 hours per day, 7
days per week, to leave a message or
question with the above individual. You
will receive a reply during normal
business hours.

SUPPLEMENTARY INFORMATION: The BLM

manages the land to protect the
nationally significant historic site. The
historic site has pristine integrity, both
in terms of physical trail remains and
environmental setting, and is listed on
the National Register of Historic Places.
The Parting of the Ways National
Historic Site is an historic fork in the
Emigrant Trail (Oregon Trail, Mormon-
Pioneer Trail, California Trail, and the
Pony Express Trail) where emigrants
had to decide whether to stay on the
main route and head southwest towards
Fort Bridger or veer right and cross
some 50 waterless miles, known as the
Sublette Cutoff.

Order

By virtue of the authority vested in
the Secretary of the Interior by Section
204 of the Federal Land Policy and
Management Act of 1976, 43 U.S.C.
1714, it is ordered as follows:

1. Subject to valid existing rights, the
following-described public land is
hereby withdrawn from settlement, sale,
location, and entry under the general
land laws, including the United States
mining laws (30 U.S.C. Ch. 2), but not
from leasing under the mineral leasing
laws, to protect The Parting of the Ways
National Historic Site:
Sixth Principal Meridian
T. 26 N., R. 104 W.,
Sec. 4, E $\frac{1}{2}$ SE $\frac{1}{4}$ NW $\frac{1}{4}$ and W $\frac{1}{2}$ SW $\frac{1}{4}$ NE $\frac{1}{4}$.
The area described contains 40 acres
in Sweetwater County.
2. The withdrawal made by this order
does not alter the applicability of those
public land laws governing the use of
lands under lease, license, or permit, or
governing the disposal of the mineral or
vegetative resources other than under
the mining laws.

3. This withdrawal will expire 20
years from the effective date of this
order, unless, as a result of a review
conducted before the expiration date
pursuant to Section 204(f) of the Federal
Land Policy and Management Act of
1976, 43 U.S.C. 1714(f), the Secretary
determines that the withdrawal shall be
extended.

Authority: 43 CFR 2310.3-3.

Dated: May 22, 2012.

Rhea S. Suh,

*Assistant Secretary—Policy, Management
and Budget.*

[FR Doc. 2012-13601 Filed 6-4-12; 8:45 am]

BILLING CODE 4310-22-P

Appendix C

Example of Source Documentation for Extension of Withdrawn Land – Federal Register Notice by the Department of Interior Bureau of Land Management. Extension Required every 20 Years.

Federal Register /Vol. 75, No. 180 /
Friday, September 17, 2010 /Notices
57061

number, e-mail address, or other personal identifying information, you should be aware that your entire comment, including your personal identifying information, may be made publicly available at any time. While you may ask us in your comment to withhold your personal identifying information from public review, we cannot guarantee that we will be able to do so.

We will evaluate the application, associated documents, and comments submitted to determine whether the application meets the requirements of section 10(a) of the Act. We will make a permit decision no sooner than 30 days after the publication of the EPA's Final EIS notice in the **Federal Register** and our completion of a biological opinion under section 7 of the Act and the Record of Decision.

Dated: August 24, 2010.

Hugh Morrison,

Acting Regional Director.

[FR Doc. 2010-23099 Filed 9-16-10; 8:45 am]

BILLING CODE 4310-55-P

DEPARTMENT OF THE INTERIOR

Bureau of Land Management

[WY-920-1430-ET; WYW 109115]

Public Land Order No. 7748;

Extension

of Public Land Order No. 6797;

Wyoming

AGENCY: Bureau of Land Management, Interior.

ACTION: Public land order.

SUMMARY: This order extends the withdrawal created by Public Land Order No. 6797 for an additional 20-year period. This extension is necessary to continue the protection of the Whiskey Mountain Bighorn Sheep Winter Range in Fremont County.

DATES: *Effective Date:* September 14, 2010.

FOR FURTHER INFORMATION CONTACT:

Janelle Wrigley, BLM Wyoming State Office, 5353 N. Yellowstone Road, P.O. Box 1828, Cheyenne, Wyoming 82003, 307-775-6257.

SUPPLEMENTARY INFORMATION: The purpose for which the withdrawal was first made requires this extension to continue the protection of the Whiskey Mountain Bighorn Sheep Winter Range. The withdrawal extended by this order will expire on September 13, 2030, unless, as a result of a review conducted prior to the expiration date pursuant to Section 204(f) of the Federal Land

Policy and Management Act of 1976, 43 U.S.C. 1714(f), the Secretary determines that the withdrawal shall be further extended.

Order

By virtue of the authority vested in the Secretary of the Interior by Section 204 of the Federal Land Policy and Management Act of 1976, 43 U.S.C. 1714, it is ordered as follows: Public Land Order No. 6797 (55 FR 37878 (1990)), which withdrew 9,609.74 acres of public mineral estate from location or entry under the United States mining laws (30 U.S.C. Ch. 2) to protect the Whiskey Mountain Bighorn Sheep Winter Range, is hereby extended for an additional 20-year period until September 13, 2030.

(Authority: 43 CFR 2310.4)

Dated: September 9, 2010.

Wilma A. Lewis,

Assistant Secretary—Land and Minerals Management.

[FR Doc. 2010-23328 Filed 9-16-10; 8:45 am]

BILLING CODE 4310-22-P

DEPARTMENT OF THE INTERIOR

Bureau of Land Management

[AZA22647 and AZA23294]

Public Land Order No. 7749;

Extension

of Public Land Order Nos. 6801 and

6812; Arizona

AGENCY: Bureau of Land Management, Interior.

ACTION: Public land order.

SUMMARY: This order extends the duration of two withdrawals created by Public Land Order Nos. 6801 and 6812 for an additional 20-year period. The extensions are necessary to continue to protect valuable facilities and improvements associated with the Smithsonian Institution's Fred Lawrence Whipple Observatory and Base Camp site.

DATES: *Effective Date:* September 19, 2010 (PLO No. 6801) and October 31, 2010 (PLO No. 6812).

FOR FURTHER INFORMATION CONTACT:

Karl Sandwell-Weiss, U.S. Forest Service Coronado National Forest Office, Federal Building, 300 West Congress Street, Tucson, Arizona 85701, (520) 388-8348, or Vivian Titus, Bureau of Land Management, Arizona State Office, One North Central, Suite 800, Phoenix, Arizona 85004, (602) 417-9598.

SUPPLEMENTARY INFORMATION: To maintain the purpose for which the withdrawals were first made, an extension is required to continue to protect valuable facilities and improvements associated with the

Smithsonian Institution's Fred Lawrence Whipple Observatory and Base Camp site. The facilities include the observatory, a visitor center, the administrative offices, a motor pool, and the picnic area. The lands continue to be used for the purpose for which they were withdrawn.

Order

By virtue of the authority vested in the Secretary of the Interior by Section 204 of the Federal Land Policy and Management Act of 1976, 43 U.S.C. 1714, it is ordered as follows:

1. Public Land Order No. 6801 (55 FR 38550, (1990)) that withdrew 61,356 acres of National Forest System lands from location or entry under the United States mining laws (30 U.S.C. chapter 2) on behalf of the U.S. Forest Service to protect valuable facilities and improvements for scientific work associated with the Smithsonian Institution's Fred Lawrence Whipple Observatory, is hereby extended for an additional 20-year period. Public Land Order No. 6801 will expire on September 18, 2030, unless, as a result of a new review conducted prior to the expiration date pursuant to Section 204(f) of the Federal Land Policy and Management Act of 1976, 43 U.S.C. 1714(f), the Secretary determines that the withdrawal shall be further extended.

2. Public Land Order No. 6812 (55 FR 45805, (1990)) that withdrew 40 acres of National Forest System lands from location or entry under the United States mining laws (30 U.S.C. chapter 2) on behalf of the U.S. Forest Service to protect valuable facilities and improvements associated with the Smithsonian Institution's Fred Lawrence Whipple Observatory Base Camp Site, is hereby extended for an additional 20-year period. Public Land Order No. 6812 will expire on October 30, 2030, unless, as a result of a new review conducted prior to the expiration date pursuant to Section 204(f) of the Federal Land Policy and Management Act of 1976, 43 U.S.C. 1714(f), the Secretary determines that the withdrawal shall be further extended. Dated: September 7, 2010.

Wilma A. Lewis,

Assistant Secretary—Land and Minerals Management.

[FR Doc. 2010-23326 Filed 9-16-10; 8:45 am]

BILLING CODE 3410-11-P

Appendix D - Acceptable Source Documents for Land Records

Acceptable Source Documents for Land Records:			
FIMS Data Field	DOE Owned	Withdrawn	DOE Ingrant - DOE leased
Ownership	Land Deed, Transfer Document	Public Land Record	Lease Agreement
Usage Code	Site manager or SDO indicating how the land is used referencing the FIMS Land Usage codes/description	Site manager or SDO indicating how the land is used referencing the FIMS Land Usage codes/description	Site manager or SDO indicating how the land is used referencing the FIMS Land Usage codes/description
Property Type	Land Deed, Transfer Document	Public Land Record	Lease Agreement
Status	Site manager or SDO indicating status of land as Active or Inactive	Site manager or SDO indicating status of land as Active or Inactive	Site manager or SDO indicating status of land as Active or Inactive
Size (Acreage)	Land Deed, Land Survey, Site drawing if survey based	Public Land Record, Land Survey	Lease Agreement
Annual Actual Maintenance (AM)*	Memo or report from Maintenance Manager or Maintenance Management System	Memo or report from Maintenance Manager or Maintenance Management System	Memo or report from Maintenance Manager or Maintenance Management System
Mission Dependency	Site manager memo or site oversight indicating dependency, same process as B/T/S	Site manager memo or site oversight indicating dependency, same process as B/T/S	Site manager memo or site oversight indicating dependency, same process as B/T/S
Historic Designation	SHPO, Site Specific Historian, Environmental Assessment, EIS Assessment	SHPO, Site Specific Historian, Environmental Assessment, EIS Assessment	SHPO, Site Specific Historian, Environmental Assessment, EIS Assessment
Using Organization	Same process as B/T/S	Same process as B/T/S	Same process as B/T/S
Main Location	Same process as B/T/S	Same process as B/T/S	Same process as B/T/S
Location City			
Location State			
Location County			
Location Zip Code			
Location Congressional District			

Appendix D - Acceptable Source Documents for Land Records

Acceptable Source Documents for Land Records:			
FIMS Data Field	DOE Owned	Withdrawn	DOE Ingrant - DOE leased
Excess Indicator	Memo from Site Planning Manager	Memo from Site Planning Manager	Memo from Site Planning Manager
Estimated Disposition Year	Memo from Site Planning Manager	Memo from Site Planning Manager	Memo from Site Planning Manager
Outgrant Indicator	Real Estate, Site Planning Manager	Real Estate, Site Planning Manager	Real Estate, Site Planning Manager
Expiration Date	not applicable	not applicable	Lease Agreement
Annual Rent*			Lease Agreement
Lease Authority			Real Estate Manager
Acquisition Method	Land Deed	not applicable	Lease Agreement
Year Acquired	Land Deed, Transfer date if transferred from another government agency, For interagency transfers use the original Land Deed date not the internal transfer date	Public Land Record	Lease Agreement
Key: SDO - Source Data Owner B/T/S - Building/Trailer/OSF			2/12/2013