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DEPARTMENT OF THE AIR FORCE
WASHINGTON, DC 20330-1000

OFFICE OF THE ASSISTANT SECRETARY

MEMORANDUM FOR DUSD(I&E)/BRAC 22 Dec 03
(ATTN: MR. PETER POTOCHNEY)

FROM: SAF/IEB
1665 Air Force Pentagon
Washington DC 20330-1665

SUBJECT: Capacity Data Call #1 Questionnaire (Yr CD-ROM, 12 Dec 03)

On behalf of the AF ISG members, I concur with substantive comment on subject Data Call Questionnaire. While the AF has concerns with the data call, we believe that the data call can and should be released on 5 Jan 04, as planned.

In-depth review of the 750 questions associated with Data Call #1 indicates that approximately 10% of the questions require refinement prior to the issuance of the questionnaire to the field. We understand that the DST is meeting today to resolve outstanding issues; attached are detailed comments on the approximately 70 questions we believe require refinement.

Our concerns notwithstanding, we commend the Data Standardization Team (DST), led by Mike McAndrew, for hard work and long hours over the past 5 weeks to assemble this data call. We don't have flexibility to delay the 5 Jan 04 deadline of the data call to the field if we are to achieve the overall BRAC 2005 milestones. I am prepared to recall AF subject matter experts from holiday leave if it is needed to adjust the data call based on the outcomes of today's DST meeting.

More important than the resolution of the specific issues raised in the attachment is the overall philosophical issue associated with the quantity and type of questions developed by the Headquarters and Support Activities and Technical JCSGs. Although these two JCSGs are directing an extreme level of effort at the installation level, we understand the rationale for these detailed questions. It's important that our Wing Commanders understand the rationale as well, as they will have difficulty consistently gathering these data. Additionally, our Auditors will be challenged ensuring these data are accurate and complete.

Michael A. Aimone
MICHAEL A. AIMONE, P.E.
Deputy Assistant Secretary
(Basing & Infrastructure Analysis)

Attachment:
AF Issues w/ Data Call #1 Questions
cc:
AF/CV SAF/IE AF/ILE/DPX Army & Navy BRAC
Directors

ATTACHMENT 1:

JCSG QUESTION REVIEW - SPECIFIC EXAMPLES

1. JCSG Questions requesting overly detailed information, such as net square feet at the sub-functional, sub-facility level, personnel authorizations, number of contract personnel, and number of "detailees".

a. Sample:

Reference # 1689: For each finance and accounting activity by location, as of year-end FY 03, how much usable square feet is assigned (by your host) to perform military pay function, excluding space used for warehouse/storage, safes, vaults, and/or classified financial systems?

b. Similar questions:

Question #	Question Originator	Short Title
1600	Supply/Storage JCSG	Gross SQFT for Functional Activities
1604	Supply/Storage JCSG	Available Storage Space for Supply and Storage Activity
1606	Supply/Storage JCSG	Storage Space Utilized by the Supply and Storage Activity (by class of supply)
1672	HSA JCSG	# of SQ FT (NSF) Assigned for NAF Function in FY03
1681	HSA JCSG	# of SQ FT (NSF) Assigned for Disbursing Function in FY03
1682	HSA JCSG	USF of NOSC Space Occupied by Base/Installation/Facility Comm/IT Service-Providing Organization
1689	HSA JCSG	# of SQ FT (NSF) Assigned for Military Pay Function in FY03
1696	HSA JCSG	# of SQ FT (NSF) Assigned for Civilian Pay Function in FY03
1706	HSA JCSG	# of SQ FT (NSF) Assigned for Military Retired and Annuitant Pay Function in FY03
1712	HSA JCSG	# of SQ FT (NSF) Assigned for Travel Pay Function in FY03
1753	HSA JCSG	# of SQ FT (NSF) Assigned for Vendor Pay Function in FY03
1754	HSA JCSG	# of SQ FT (NSF) Assigned for Contract Pay Function in FY03
1803	HSA JCSG	Leased Admin Space Outside DC Area (asks for personnel data)
1805	HSA JCSG	Owned Admin Space Outside DC Area (asks for personnel data)
1848	HSA JCSG	Space for DISN or Service-Similar Facilities
1857	HSA JCSG	Gross and USF of Level I, II and III Corrections Facilities
1860	HSA JCSG	Average Cell Square Feet Per Inmate By Facility (Corrections Facilities)

1900	HSA JCSG	GSF and USF for Military Personnel Functions
1901	HSA JCSG	GSF and USF for Civilian Personnel Functions
1912	HSA JCSG	USF for Receipt, Storage, and Issue of Individual Equipment
1919	HSA JCSG	# of SQ FT (NSF) Assigned for Management/Oversight of Finance and Accounting Functions in FY03
1920	HSA JCSG	# of SQ FT (NSF) Assigned for Accounting Function in FY03
1921	HSA JCSG	# of SQ FT (NSF) Assigned for Security Assistance Accounting Function in FY03
1679	E&T JCSG	Physical Plant, Ranges (asks for NSF for all range facilities)

2. JCSG Questions that are speculative in nature

a. Sample: Question #1597: How many USF of leased, administrative space outside of the DC Area are you approved to occupy as expansion space by year end FY04? (Do NOT include replacement space.) How many total personnel will occupy the expansion space (by year end FY04), if any, of this USF? If you fit one of the following descriptions, you are required to answer this question: all Activities and/or Installations with a shared boundary with a post/base of a different (military) service; all DoD Activities (including DoD Agencies) that are located within 100 statute miles of an active duty or reserve component post or base of a different (military) service; Combatant command HQs, Service component commands & Supporting activities, Reserve component HQs, Recruiting HQ commands, Regional reserve force management organizations; or one of the following Agencies: DFAS, DSS, DeCA, DLSA, DSCA, DCAA.

b. Similar Questions:

Question #	Question Originator	Short Title
1597	HSA JCSG	Leased Admin Space Approved to Occupy as Expansion Space by Year-End FY04
1598	Supply/Storage JCSG	GSF and Location for Assigned/Leased Facilities (duplicative of #1494 (leased) and #693 (owned))
1795	E&T JCSG	Range Control/Operations
1604	Supply/Storage JCSG	Available Storage Space for Supply and Storage Activity
1606	Supply/Storage JCSG	Storage Space Utilized by the Supply and Storage Activity (by class of supply)
1902	HSA JCSG	USF and Personnel of Leased Admin Space Within DC Area for FY04 Expansion
1917	HSA JCSG	USF of Leased, Admin Space and Personnel Approved for by Year-End FY04

3. JCSG Questions with poorly defined terms and asks for duplicative data (data collected through other questions)

a. Sample:

Reference # 1777: For installation maintenance activities, what is the amount of area in thousands of square feet for your organization by Facility Analysis Code (FAC)[1] and Category Code Number (CCN-Service specific) for the Aircraft commodity group?

[1] This information is provided in Question #693 (GSF at the facility level) by service-unique facility category code. These series of questions, however, also ask the installations to provide the amount of area "used", although "used" is not defined.

NOTE: (1) A FAC and/or CCN can have multiple commodities and likewise, a commodity can have multiple FACs and CCNs (2) The area available is the total amount for that FAC and CCN.

b. For these and similar questions, the JCSG representative assured the Question Resolution Team that the installation-level activities to which these questions are directed "would understand what and how to calculate the required data".

c. Similar questions:

Question #	Question Originator	Short Title
813	Navy/USMC	APOE/SPOE/Railhead/Highway Usage (question does not make sense to an Air Force installation)
1777	Industrial JCSG	Capacity of Area by Combat Field Support/Intermediate Level Commodity--Aircraft (asks for area "used" versus "available")
1778	Industrial JCSG	Capacity of Area by Combat Field Support/Intermediate Level Commodity--Aircraft Components (asks for area "used" versus "available")
1779	Industrial JCSG	Capacity of Area by Combat Field Support/Intermediate Level Commodity--Aircraft Engines (asks for area "used" versus "available")
1780	Industrial JCSG	Capacity of Area by Combat Field Support/Intermediate Level Commodity--Ground Vehicles (asks for area "used" versus "available")
1781	Industrial JCSG	Capacity of Area by Combat Field Support/Intermediate Level Commodity--Ground Vehicle Components (asks for area "used" versus "available")
1782	Industrial JCSG	Capacity of Area by Combat Field Support/Intermediate Level Commodity--Communication/Electronic Equipment (asks for area "used" versus "available")
1783	Industrial JCSG	Capacity of Area by Combat Field Support/Intermediate Level Commodity--Support Equipment (asks for area "used" versus "available")
1784	Industrial JCSG	Capacity of Area by Combat Field Support/Intermediate Level Commodity--Ordnance, Weapons and Missiles (asks for area "used" versus "available")
1785	Industrial JCSG	Capacity of Area by Combat Field Support/Intermediate Level Commodity--Software (asks for area "used" versus "available")
1786	Industrial JCSG	Capacity of Area by Combat Field Support/Intermediate Level Commodity--Fabrication and Manufacturing (asks for area "used" versus "available")
1787	Industrial JCSG	Capacity of Area by Combat Field Support/Intermediate Level

		Commodity--Other (asks for area "used" versus "available")
1788	Industrial JCSG	Explosive and Inert Storage Capacity (asks for USF)
1791	Army	Specialized Labs (asks for USF and equipment list)
1793	E&T JCSG	Range Control/Operations Current Facilities (asks for "surplus/deficit" SF without defining "surplus" or "deficit"
1795	E&T JCSG	Range Control/Operations Projected Facilities (duplicative of #713)
1908	HSA JCSG	GSF of Owned, Admin Space Removed/Added in FY04 (duplicative of #713)
1913	HSA JCSG	Installation Mobility Maintenance Facilities (duplicative of #693 and #713)
1915	HSA JCSG	Installation Passenger Holding Areas (duplicative of #693)

4. Environmental Questions we believe should be Army and/or Navy unique (i.e., not asked of Air Force installations).

Question #	**Question Originator**	**Short Title**
529	Navy	OTIC Air Emissions Exceedances
532	Navy	ERCs for Purchase (data varies daily in accordance with market)
533	Navy	MSERCs for Purchase (data varies daily in accordance with market)
536	Navy	DERA Sites (cost data better suited for military value)
537	Navy	Explosive Safety Waivers/Exemptions
540	Navy	OTIS Underground Storage Tank Violations
542	Navy	Jurisdictional Wetlands
544	Navy	Endangered Species Act/Marine Mammal Protection Act
546	Navy	Marine Mammals in Sea Training, Testing, and Operational Areas
548	Navy	Other Marine Resources
563	Navy	OTIS Pre-Treatment Exceedances
565	Navy	OTIS Stormwater Discharge Exceedances
594	Navy	Emission Reduction Procedures (free text answer)
600	Navy	OTIS Sewage Treatment Exceedances
604	Navy	OTIS Industrial Wastewater Exceedances
608	Navy	OTIS TSD Facility Exceedances
611	Navy	Permitted Solid Waste Disposal Facility
612	Navy	National Register of Historic Places (number and size of districts on base)
613	Navy	Archeological Resources Survey
614	Navy	High Potential for Archeological Sites
615	Navy	Native People Sites

616	Navy	Archeological Resources
617	Navy	ESQD Arcs
618	Navy	Expansion of ESQD Arcs
619	Navy	Electromagnetic Radiation
621	Navy	Existence of Hazardous Waste Sites Off Base
623	Navy	OTIS Underground Storage Tank Violations
624	Navy	Existence of Threatened/Endangered Species
625	Navy	Critical Habitats
626	Navy	Biological Opinions
627	Navy	Species/Habitat Development Restrictions
628	Navy	Candidate Species
630	Navy	Wetland Survey (date of last survey)
631	Navy	Marine Sanctuary Restrictions On Base (size, type of restriction)
632	Navy	Marine Sanctuary Restrictions On Ranges (size, type of restriction)
634	Navy	Groundwater Contamination
636	Navy	State Regulations on Groundwater
637	Navy	Federal Reserve Lands
638	Navy	McCarren Amendment
641	Navy	Surface Water Contamination
642	Navy	Proposed Habitat for Candidate Species
643	Navy	Documented Complaints for Sensitive Resource Areas (not stand-alone question)
644	Navy	Training/Testing/Operational Areas Restricted by Sensitive Resource Areas (need further amplification and duplicative of question #
652	Navy	Sensitive Resource Areas

Note in General on Manpower questions on H&SA JCSG issue:

Reference our previous conversation on this subject. I have concerns that manpower data being asked for by the BRAC Headquarters Joint Cross Service Group is not or will not be staffed with the CSAF. Specifically my concern is that manpower could be lost without a workload change if the goal of consolidating headquarters support activities occurs. My feel is that the data after collected should be staffed through senior leadership so they clearly understand that they could lose manpower in the headquarters and that workload may or may not go away. While I support the possibility of transformation, I'm not sure that the ends and outs of this process are being conveyed to those who will have to live with the result and who ultimately make the decisions.

Likewise I am also concerned that the Intelligence Joint Cross Service Group is trying to gather data that is controlled again by the CSAF and others. Like above, senior leadership needs

to be aware of the possible impact and classification issues that may ensue. Bottom line is that I think we are ramming a process through without working through the issues in a logical and methodical fashion.