VOLUME 2B, CHAPTER 19: "OTHER SPECIAL ANALYSES"

SUMMARY OF MAJOR CHANGES

All changes are denoted by blue font.

Substantive revisions are denoted by an * symbol preceding the section, paragraph, table, or figure that includes the revision.

Unless otherwise noted, chapters referenced are contained in this volume.

Hyperlinks are denoted by ***bold, italic, blue, and underlined font***.

The previous version dated July 2007 is archived.

PARAGRAPH	EXPLANATION OF CHANGE/REVISION	PURPOSE
Overall	Formatting and room location changes.	Refresh
19-76	Removed Troop Strength column from PB-18.	Update
19-90/91	Update PB-28 Exhibit to included manpower, education and training.	Update
19-92/93	Update PB-28 Exhibit to include Environmental Management Systems.	Update

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CHAPTER 19

<u>OTHER SPECIAL ANALYSES</u>

1901 GENERAL

190101.   Purpose

A.   This chapter provides instructions applicable to budget formulation and congressional back-up justification for various special interest areas not covered in preceding chapters.

B.   The exhibit requirements cover resources crossing DoD appropriations and are generally functional in nature.

C.   Areas covered in this chapter are as follows:

<u>Section</u>

1902   Combating Terrorism
1903   Major Range and Test Facility Base
1904   Test and Evaluation Funding
1905   Financial Management Activities
1906   Government Performance and Results Act (GPRA)
1908   Federal Credit Programs
1909   Other Special Analyses
1910   Classifications and Definitions Special Programs Major Force Program 3

190102.   Submission Requirements

Unless indicated in individual sections of this chapter and submission distribution in Chapter 1, exhibits are required for both the program and Budget Review Submission and for the Congressional Justification/Presentation submission. General guidance with regard to submission requirements is presented in Chapter 1.

190103.   Preparation of Material

General guidance with regard to format and preparation of material is presented in Chapter 1. Chapter 19 provides additional specific guidance with regard to the material required for these special exhibits.

190104.   References

Chapter 1 provides general funding policies, Chapter 3 provides specific policies related to Operation and Maintenance costs, Chapter 4 provides specific policies related to Procurement appropriations, Chapter 5 provides specific policies related to RDT&E, Chapter 6 provides specific

policies related to Military Construction appropriations, and Chapter 9 provides specific policies related to the Defense Working Capital Funds. Certain requirements are also addressed in OMB Circular No. A-11.

1902   COMBATING TERRORISM

      190201.   Purpose

      A.   This chapter provides instructions applicable to budget formulation for the DoD Combating Terrorism (CbT) funding requirements included in the DoD Components' budget requests. These instructions apply to all Components and all DoD appropriations and revolving funds.

      B.   The data collected through this reporting process will be used to comply with congressional and OMB reporting requirements. Data will also be used by the Department to evaluate Components' combating terrorism efforts during program and execution reviews.

      190202.   Submission Requirements

      A.   Submission of exhibits is required for the Program and Budget Review Submission and an update (using an abbreviated exhibit format) is required for the President's budget submission. Each Component will complete the CbT-1 Exhibit, Combating Terrorism Detail, and the CbT-2 Exhibit, Combating Terrorism Narrative, for the Program and Budget Review Submission and for the President's budget submission. The CbT-3 Exhibit, Vulnerability Assessments, will be completed only during the Program and Budget Review Submission and is NOT required for the President's budget submission. The President's budget submission exhibits will be presented in a consolidated congressional justification book which will be prepared by OASD(SO/LIC). Specific instructions for completing these exhibits are included in Section 191202.

      B.   The USD(I) Security Directorate will validate tactical counterintelligence resources identified by the Components and advise the OUSD (Comptroller) P/B Operations Directorate that reported resources are accurate.

      C.   Copy requirements are identified in Chapter 1. Components shall submit their exhibits through the Select and Native Programming (SNaP) Data Input System located on the NIPRNet at https://snap.pae.osd.mil. <u>The most current version of this exhibit will be found at this site</u>.

      190203.   Special Instructions

      A.   The OASD (SO/LIC) will actively participate in the review of all budget submissions for combating terrorism activities and will offer recommendations to ensure approved CbT policies are reflected in the budget. The OASD(SO/LIC) will consolidate and provide to the Congress a single budget justification book detailing the Department's CbT efforts and associated funding requests.

B.   The OASD (SO/LIC), Joint Staff Deputy Directorate for Antiterrorism/Homeland Defense, (J-34), Antiterrorism/Force Protection Division, and USD(I) will participate with representatives of the OUSD (Comptroller), OSD PA&E, and OMB in the review of all budget submissions for combating terrorism to ensure that DoD combating terrorism activities are funded adequately.

C.   The CbT-1 and CbT-2 exhibits in Section 191202 are used to identify the Department's combating terrorism resources, dollars and personnel.   They consist of tabular and narrative data as outlined below. These exhibits will report only those resources (including civilian and military pay) associated with DoD's Combating Terrorism Program. Combating terrorism within DoD includes 1) antiterrorism (defensive measures taken to reduce vulnerability to terrorist acts), 2) counterterrorism (offensive measures taken to prevent, deter, and respond to terrorism), 3) terrorism consequence management (preparation for and response to the consequences of a terrorist incident/event), and 4) intelligence related support (collection and dissemination of terrorism-related information) taken to oppose terrorism throughout the entire threat spectrum, to include terrorist use of WMD and/or high explosives. The four functional categories are described below:

1.   <u>Antiterrorism</u>

a.   <u>Physical Security Equipment</u> - Any item, device, or system that is used primarily for the protection of assets, personnel, information, or facilities to include alarms, sensors, protective lighting and their control systems, military working dogs, and the assessment of the reliability, accuracy, timeliness and effectiveness of those systems, such as (but not limited to): exterior surveillance and/or intrusion detection systems; lighting systems; access controls and alarms systems; residential security equipment; improvised explosive device defeat systems; commercially procured armored vehicles (both heavy and light); equipment for executive protection, to include added doors, increased ballistic protection at offices/residences, personal body armor, individual protective equipment, and armored vehicles; and detection devices.

b.   <u>Physical Security Site Improvements</u> - Any facility improvements (using O&M or MILCON funding) or new construction whose purpose is to protect DoD assets, personnel, or information to include walls, fencing, perimeter/area lighting, doors, windows, ceilings, barricades, or other fabricated or natural impediments to restrict, limit, delay or deny entry into a Defense installation or facility, such as (but not limited to): acquisition of land for stand-off distance, installation perimeter barriers, vehicle barriers, mylar/fragment retention film, and interior barriers; safe havens; evacuation facilities; and surveillance platforms.

c.   <u>Physical Security Management and Planning</u> - Personnel who manage physical security programs, resources, and assets such as, but not limited to, headquarters staff.

d.   <u>Security Forces/Technicians</u> - All personnel and operating costs associated with protective forces whose primary or supporting mission is to safeguard assets, personnel or information. Included , but not limited to, are costs for: salaries, overtime, benefits, materials, supplies, travel, support equipment, facilities, vehicles, training, communications equipment, and management, for the personnel engaged in the following activities such as (but not

limited to): dedicated response forces and security forces; locksmiths; perimeter, installation or facility access control; inspection and maintenance of barriers and security system components; antiterrorism training for security forces; and antiterrorism awareness programs and training.

        e.   <u>Law Enforcement</u> - All personnel and operating costs associated with law enforcement to include, but are not limited to, salaries, overtime, benefits, material and supplies, equipment and facilities, vehicles, helicopters, training, communications equipment, and management, such as (but not limited to): protective service details, including advance work; response forces; and military police.

        f.   <u>Security and Investigative Matters Category</u> - Includes Defense criminal investigative resources, conduct of vulnerability assessments (periodic high level reviews and physical security assessments), security and intelligence activities, and any cross-discipline security functions which do not easily fit into other security categories such as (but not limited to): terrorism investigations; executive antiterrorism training; surveillance and countersurveillance teams; protective service details including advance work; route surveys; and antiterrorism awareness programs and training.

        g.   <u>RDT&E</u> - Includes any RDT&E resources expended in the area of antiterrorism. Activities include (but are not limited to) are Defense Threat Reduction Agency, Counterterrorism Technical Support Program (CTTS), the Physical Security Equipment Action Group (PSEAG), the Technical Support Working Group (TSWG), Defense Advanced Research Projects Agency (DARPA) and Chemical Biological Defense Program (CBDP).

    2.   <u>Counterterrorism</u>

    Offensive measures taken to prevent, deter, and respond to terrorism. The sensitive and compartmental programs of counterterrorism (CT) will be reported separately in the appropriate classified program submissions.

        a.   Special Operations Command Activities

        b.   Research Development Test and Evaluation (example, CTTS or TSWG)

        c.   DoD Rewards Program

    3.   <u>Terrorism Consequence Management</u>

    DoD defines Consequence Management (CM) as those measures taken to protect public health and safety, restore essential government services, and provide emergency relief to governments, businesses, and individuals affected by the consequences of a chemical, biological, radiological, nuclear, and/or high-yield explosive (CBRNE) situation. The Department has a wide variety of unique warfighting support capabilities, both technical and operational, which could be used to provide assistance to state and local authorities in the event of a terrorist attack. The Department's role is to provide assistance emphasizing the unique resources and capabilities that are not found in other federal agencies, such as the ability to mass mobilize and to provide extensive

logistical support. The Department supports the lead federal agency within existing required resources while not adversely affecting overall military preparedness. This also includes the activities of installation first responders. For clarity, descriptions of subcategories are as follows:

         a.   <u>Consequence Management Response</u> – Includes war fighting units and installation first responders within the Department that possess specialized equipment, knowledge, skills, and training that could be brought to bear after a WMD incident. Units would include, but are not limited to, the Defense Nuclear Advisory Team, 52nd Ordnance Group, Edgewood Chemical and Biological Forensic Analytical Center Modular On-site Laboratory, Medical Chemical Biological Advisory Team, US Army Medical Research Institute of Infectious Diseases, Radiological Control Teams, Radiological Advisory Medical Team, Response Task Force, 20th Support Command – Chemical Biological Radiological Nuclear and High Yield Explosives (CBRNE), and Chemical/Biological Incident Response Force. Also includes funding for Installation Emergency Responders such as fire departments, security forces, law enforcement, medical responders, civil engineers, medical surveillance, and explosive ordinance deposal. Funding includes training, exercises, and evaluation for base and headquarters personnel, support for formal and supplemental training courses, developing and evaluating response plans, and other associated activities. Funding in this category also includes procurement efforts for the Chemical Biological Installation Protection program and operations and maintenance for the Chemical, Biological, Radiological, and Nuclear Defense program. Funding also includes a pilot program to expand emergency responder capabilities to handle CBRNE emergencies through the procurement of specialized equipment, additional training, and exercises.

         b.   <u>Weapons of Mass Destruction Civil Support Teams</u> - Include the Joint Task Force Civil Support and the 55 congressionally mandated WMD Civil Support Teams (CSTs). Joint Task Force Civil Support is responsible for the planning and execution of military assistance to civil authorities for consequence management of WMD incidents within the United States, its territories and possessions. CST funds are used for unique individual and collective unit training. Funds also support operational deployments, equipment upgrades, and communications links.

         c.   <u>Research Development Test and Evaluation</u> - RDT&E support to the terrorism consequence management efforts. Includes, but is not limited to, the activities of OSD, and the portion of DARPA's Biological Warfare Defense Program that is dedicated to domestic terrorism consequence management.

         4.   <u>Intelligence Related Support to Combating Terrorism</u>- Collection, analysis, and dissemination of all-source intelligence on terrorist groups and activities intended to protect, deter, preempt, or counter the terrorist threat to US personnel, forces, critical infrastructures, and interests. THIS PORTION OF THE SNAP SUBMISSION IS NOT INCLUDED IN THE COMBATING TERRORISM JUSTIFICATION BOOK AND WILL ONLY BE COLLECTED DURING THE PROGRAM AND BUDGET REVIEW DATA COLLECTION CYCLE – IT WILL NOT BE COLLECTED DURING THE PRESIDENT'S BUDGET DATA COLLECTION CYCLE**.**

         a.   <u>Counterintelligence (CI)</u> - Includes personnel and funding associated with Military Intelligence Program (MIP).   These activities include terrorism

investigations, surveillance and counter surveillance teams, terrorism analysis and production, force protection source operations, threat assessments, terrorism collection, route surveys, and intelligence staff support to deployed forces. Only those counterintelligence resources directly supporting force protection/combating terrorism activities are to be reported in this resource summary. Army and Marine Corps tactical CI resources and Army Security and Intelligence Activities CI resources will be reported by the Army and Marine Corps. The Counterintelligence Field Activity (CIFA) will report CIFA resources that directly support force protection/combating terrorism activities.

        b.   <u>Research Development Test and Evaluation</u> - For example, Counter Terrorism Technical Support Program.

      D.   <u>Entries for CbT-1 Exhibit</u>

        1.   <u>General</u>: DoD Components should prepare a separate summary for each applicable appropriation and revolving fund. Each summary will report resources (funding and personnel) by the combating terrorism functional categories described above.

        2.   <u>Appropriation Summary</u>: For each appropriation (O&M, Military Personnel and Military Construction) report budget authority by appropriation, budget activity, and applicable subactivity group level/program line item/project. Procurement, and RDT&E appropriations, report the total combating terrorism budget authority funds by budget activity and by program element. For Revolving Funds, report obligation authority at the Working Capital Fund business area.

        3.   <u>Financial Summary Section</u>:

        a.   <u>Military Personnel</u>. Report resources by CbT functional category and CbT activity group at the appropriation budget activity level.

        b.   <u>Operation and Maintenance</u>. Report resources by CbT functional category, CbT activity group, budget activity, and subactivity group level (O-1 line).

        c.   <u>Procurement</u>. Report resources by CbT functional category, CbT activity group, and Program Element (PE) (P1 line item).

        d.   <u>RDT&E</u>. Report resources by CbT functional category and CbT activity group, and PE (PE/R-1 line item).

        e.   <u>Military Construction</u>. Report resources by CbT functional category and CbT activity group, State/Country, and project title.

        f.   <u>Revolving Funds</u>. Report resources by CbT category and activity group by business area level.

4.   Personnel Summary Section:

                a.   For each applicable appropriation, report civilian and contractor personnel full-time equivalents (FTEs) and military (active and reserve component) end strength by CbT functional category and CbT activity group.

                b.   The following generic Military Occupational Series (MOS) and civilian job series should be reported as full-time Combating Terrorism assets -- even if these persons spend only a portion of their time on combating terrorism activities. Additionally, personnel not in these MOS's and/or job series who are assigned permanently or detailed to force protection offices and who spend at least 51% of their time directly supporting combating terrorism activities should be reported on this exhibit:

                (1)   Military Career Fields/Occupational Series: Military Police, Law Enforcement Specialist and Security, Master at Arms, Security Forces, Criminal Investigator, Interrogator, Interpreter/Translator, Counterintelligence Officer, and Office of Special Investigations. Appropriate subspecialities/subfunctions/skills are to be captured in these career fields/occupational series, in support of combating terrorism, with the exception of military working dogs in counterdrug missions.

                (2)   The following civilian Job Series are to be reported if responsibilities relate to CbT efforts: Physical Security Manager (GS-0080), Civilian Police (GS-0083), Security Guard (GS-0085), and those personnel in the Security Clerical and Assistance (GS-0086) series, and all associated wage grade positions that are in direct support of the previously aforementioned series.

                (3)   Personnel data associated with classified combating terrorism programs will be reported as follows: Army and Marine Corps tactical counterintelligence resources and all Army security and intelligence activities and CIFA's counterintelligence resources will be reported in the CbT exhibits by the applicable components.

1903   MAJOR RANGE AND TEST FACILITY BASE

        190301.   Purpose

                A.   This Chapter provides instructions applicable to budget formulation for the DoD Major Range and Test Facility Base (MRTFB) funding requirements included in the DoD Components' budget requests. The exhibit formats submitted in support of the Program and Budget Review Submission (August timeframe) will be the same as those submitted to the Director, DoD Test Resource Management Center (TRMC) in support of the President's Budget (March timeframe) except that the President's Budget submission will not include updates to any of the Direct (User) funding or MILCON information on any Exhibit to include Exhibit 2D, Source of Direct Funds, in whole.

        B.   These instructions apply to the activities included in the MRTFB as defined in DoDD 3200.11 and listed below.

Army:
Aberdeen Test Center (ATC), Aberdeen Proving Ground, MD
Dugway Proving Ground, (DPG), Dugway Proving Grounds, UT
Electronic Proving Ground (EPG), Ft. Huachuca, AZ
High Energy Laser Systems Test Facility (HELSTF), White Sands Missile Range, NM
Ronald Reagan BMD Test Site (RTS), Kwajalein Atoll, Marshall Islands
White Sands Missile Range (WSMR), White Sands Missile Range, NM
Yuma Proving Ground (YPG), Yuma Proving Ground, AZ

Navy:
Atlantic Undersea T&E Center (AUTEC), Andros Island, Bahamas
Naval Air Warfare Center-Aircraft Division (NAWCAD), Patuxent River, MD
Naval Air Warfare Center-Weapons Division (NAWCWD), China Lake and Point Mugu, CA
Pacific Northwest Range Complex, (Nanoose and Dabob Ranges), Keyport, WA
Pacific Missile Range Facility (PMRF), Barking Sands, Kauai, HI

Air Force:
30th Space Wing (30SW), Vandenberg AFB, CA
45th Space Wing (45SW), Patrick AFB, FL
Arnold Engineering Development Center (AEDC), Arnold AFB, TN
Air Armament Center (AAC), 46 Test Wing (46TW), Eglin AFB, FL and 46th Test Group, (46TG), Holloman AFB, NM
Air Force Flight Test Center (AFFTC), Edwards AFB, CA
Nevada Test and Training Range (NTTR), Nellis AFB, NV
Utah Test and Training Range (UTTR), Hill AFB, UT

Defense Information System Agency:
Joint Interoperability Test Command (JTIC), Ft. Huachuca, AZ, Slidell, LA, and Arlington, VA

        C.   The TRMC is charged with administering OSD responsibilities for the MRTFB in accordance with DoDD 3200.11. Modifications to these instructions, requests for deviations from their provisions, or requirements for their clarification or applicability should be directed to and coordinated with the TRMC and OUSD (Comptroller) Program/Budget.

        D.   Budget estimates will be developed in accordance with guidance contained in Chapter 1 and the various chapters for appropriations and accounts.

        190302.   Submission Requirements

Copies of the following exhibits will be submitted twice annually in support of the President's Budget (March timeframe) and the Program and Budget Review (August timeframe) for each major range and test facility. The same format and guidance are used for both submissions.

However, the Program and Budget Review submission shall include all the full budget exhibits, addressing both institutional and direct funding, whereas the President's Budget submission shall be an abbreviated version that needs only address updates to the institutional funding elements on each exhibit. Copy requirements are identified in Chapter 1. Exhibit formats are provided in Section 1912.

        A.   MRTFB-1 Exhibit, (Activity Title) Financial Summary.

        B.   MRTFB-2 Exhibit Set, (Activity Title) Financial Details.

        C.   MRTFB-3 Exhibit Set, (Activity Title) Improvement and Modernization Analysis.

     190303.   Preparation of Material

Budget estimate data submitted by each DoD Component for the MRTFB will be assembled separately and identified by a cover sheet specifically entitled "Major Range and Test Facility Base (Army/Navy/Air Force/DISA) Program Budget Estimate."

     190304.   Special Instructions

Representatives of the OUSD (Comptroller), DOT&E, TRMC and OMB will participate in the review of all budget submissions for the major ranges and test facilities to ensure that:

        A.   Funding is adequate to maintain and sustain the DoD MRTFB test capability.

        B.   Excess capability is not being unnecessarily maintained in the MRTFB.

        C.   Unnecessary duplication does not exist within the MRTFB activities.

        D.   Test facility capability needed in the future is being planned and supported.

        E.   All new major test facilities are thoroughly coordinated prior to their approval to reflect the needs of all elements of DoD.

1904   TEST AND EVALUATION FUNDING

     190401.   Purpose

        A.   This Chapter provides instructions applicable to budget formulation for the Test and Evaluation Exhibit (T&E-1) needed for review and analysis of Test and Evaluation (T&E) funding requirements included in the DoD Components' requests. The instructions specify the requirements for the program and budget submission.

        B.   The Director, Operational Test and Evaluation (DOT&E), is charged with oversight of the DoD T&E resources and funding of T&E by each major DoD program. Modifications to these instructions, requests for deviations from their provisions, or requests for their

clarification or applicability should be directed to and coordinated with DOT&E and OUSD (Comptroller) Program/Budget.

190402.   Submission Requirements

Each DoD Component will, for the <u>Program and Budget Review only</u>, complete an Exhibit T&E-1, Test and Evaluation for each of the Major Defense Acquisition Programs (MDAP) as listed on the Under Secretary of Defense for Acquisition, Technology, and Logistics (USD(AT&L)) website at: http://friends.acq.osd.mil/ara/dab_oipt/schedule/mdaplist.html. This process is accomplished on-line using the Select & Native Programming Data Input System (SNaP) located at: http://snap.pae.osd.smil.mil. <u>Note:</u> The SNaP system operating instructions specified in the Programming and Budgeting Data Requirements on the SNaP system will supersede the instructions identified in this document if the instructions are different.

190403.   Special Instructions

The DOT&E will participate with representatives of OUSD (Comptroller), USD(AT&L), and OMB in the review of all budget submissions for T&E funding to ensure that:

A.   Resources required for the test and evaluation of the MDAP and Special Interest Programs, as identified in the Test and Evaluation Master Plan (TEMP), are adequately funded.

B.   Unwarranted test capability is not being maintained at private industry facilities.

C.   Unwarranted duplication does not exist among DoD Component assets and private industry.

D.   Test facilities and capabilities required are adequately funded and supported.

E.   All new major test facilities are approved by the Defense Test and Evaluation Steering Group to ensure they are warranted and meet the needs of all DoD components.

1905   FINANCIAL MANAGEMENT ACTIVITIES

190501.   Financial Management Activities

A.   This Section provides guidance for presenting budget estimates related to Financial Management Activities. It is designed to fulfill the requirements of Section 52, Information on Financial Management, of OMB Circular A-11.

B.   Information on funding levels for financial management activities is required for oversight and review of component resources devoted to these activities and to ensure that their use is in accordance with the government-wide 5-year financial management plan prepared by OMB as required by the Chief Financial Officers Act of 1990.

C.   Submission of Exhibit 52—Information on Financial Management, as shown in OMB Circular A-11, is required for the Program and Budget Review and an update is required for the President's budget submission (Congressional Justification/Presentation). The exhibit should meet the definitions/descriptions contained in Section 52. Guidance for the automation of the data submission will be provided as part of the budget call for the Program and Budget Review.

D.   Copies are to be provided directly to the OUSD (Comptroller), at the following address: Director, Accounting and Finance Policy and Analysis Directorate, Room 3E987, 1100 Defense Pentagon, Washington DC, 20301 (Commercial (703) 697-8283; DSN 277-8283).

190502.   Financial Improvement Initiative (formerly Financial Improvement Initiative, FII 52

A.   This section provides guidance for presenting program and budget estimates related to the Financial Improvement Initiative (FII). It supplements the information provided on the Exhibit 52 in the preceding section and also, supplements the PB-15, "Advisory and Assistance Services" exhibit.

B.   Information on funding levels including budget and program years is required for oversight and review of component resources devoted to financial improvement and to respond to congressional questions about the amounts budgeted and programmed for financial improvement. The funding levels related to financial improvement include the amounts for the Financial Improvement and Audit Readiness report submitted to Congress and the amounts to achieve all of the milestones in the Financial Improvement Plan.

C.   A **_Schedule 52_**, will be submitted for the Program and Budget Review and the update for the President's Budget submission. The schedule shows the resources that are programmed and budgeted for the Department to produce reliable, accurate, and timely information and to finance the costs of annual financial statements audits. (Click on the link for the format and guidance for **_Schedule 52_**.)

D.   Copies are to be provided directly to the OUSD (Comptroller), Financial Improvement and Audit Readiness Directorate, 1550 Crystal Drive, Suite 212, Arlington, VA 22202, (703-607-0300), extension 138; DSN 327-0300, extension 122*)*.

190503.   Preparation and Audit of Financial Statements

A.   Sections 1008 (b) and (d) of the Fiscal Year 2002 Authorization Act, require the Under Secretary of Defense(Comptroller) to submit, with the annual budget justification, the following information:

1.   An estimate of the resources that the Department of Defense is saving, or expects to save, as a result of actions taken or to be taken, with respect to the preparation and audit of financial statements (FS), and

2.   A discussion of how resources saved in (1) above have been redirected or are redirected to improvement of systems, financial policies, procedures, and internal controls underlying financial management within the department. The Components should submit these costs for the preceding fiscal year, the current year, and the following fiscal year. Click on the link for the format and guidance for the Section 1008 report.

B.   Copies are to be provided directly to the OUSD (Comptroller), Financial Improvement and Audit Readiness Directorate, 1550 Crystal Drive, Suite 212, Arlington, VA 22202 (703-607-0300), extension 138; DSN 327-0300, extension 122).

1906   GOVERNMENT PERFORMANCE AND RESULTS ACT (GPRA)

190601.   Purpose

The purpose of this section is to establish basic guidance for aligning GPRA reporting requirements with the Department's budget development process and OMB Circular A-11's requirement to submit an annual performance budget.

190602.   Submission Requirements

A.   The 1993 Government Performance and Results Act (GPRA) require the Department of Defense to submit a strategic plan (updated at least once every 4 years), an annual performance plan, and an annual performance report.

B.   The Quadrennial Defense Review, issued every four years, serves as the Department's strategic plan; the QDR establishes strategic outcome goals for the Department.

C.   The Secretary's Annual Defense Report (ADR) to the President and the Congress, in combination with the statutory reports of the Military Departments and budget justification materials serve as the Department's performance plan. The Military Departments' statutory reports describe how service-level strategies and associated performance goals support the Department's overall performance framework. The congressional budget justification materials, which list program-level goals and performance measures that support both Component-level and Departmental performance goals, serve as a performance budget. OMB Circular A-11, Section 220, provides additional details.

D.   The Performance and Accountability Report (PAR), Section II, documents actual results against the Defense-wide performance goals established in the ADR, and thus serve as the Department's performance report.

E.   The QDR, ADR, performance budget, and PAR satisfy the standards set forth by the 1993 Government Performance and Results Act. Together they serve as the Secretary's primary public record of how well the Department is managing to results.

1907   INFORMATION ON OVERSEAS STAFFING (POSITIONS FILLED**)**

190701.   Purpose

The purpose of this section is to establish basic guidance for the annual reporting of the number of overseas employees assigned to the Chief of Mission staff as required by OMB Circular A-11 and the Department of State, Capital Security Cost Sharing (CSC) Program.

*190702.   Submission Requirements

A.   OMB Circular A-11, Section 25 requires the Department of Defense to submit an exhibit on Information on Staffing Overseas on an annual basis. Submission is required on overseas staffing if your agency assigns employees to overseas positions under a Chief of Mission, as defined below.

B.   This information is required to analyze the number of overseas employees assigned to a Chief of Mission staff and the cost of new positions being assigned. Overseas employee means an American citizen employed outside the United States and its territories. Chief of Mission means the ranking officer in an embassy, permanent mission, legation, consulate general or consulate.

C.   Information reported will be compared for accuracy against the Department of State reports. Discrepancies will be validated by the Component or Defense Agency.

D.   The following types of positions are to be reported:

　　1.   U.S. Hires

　　2.   Full-time permanent (FTP) U.S. direct-hire positions (USDH)

　　3.   U.S. – Contracted Personnel Services Contractors (PSC)

　　4.   U.S. military positions

　　5.   Locally Engaged Staff

　　6.   .Foreign Service National (FSN)

　　7.   PSCs or Personnel Services Agreements (PSA)

　　8.   Third Country Nationals (TCNs)

　　9.   Locally Hired Americans, including eligible family members

　　10.   TDY – long term/rolling TDY employees

E.   Additional information and guidance can be found in OMB Circular A-11, Section 25 and the Department of State, Capital Cost Sharing Program (http:www.state.gov/obo/c11275.htm). The PB-59, DoD Overseas Staffing exhibit must be submitted in an EXCEL spreadsheet to OUSD (Comptroller) P/B, Operations Directorate, Room 3C710, the Pentagon.

1908   FEDERAL CREDIT PROGRAMS

190801.   Purpose

This Section provides guidance for presentation of annual budget estimates for Federal credit programs. Credit programs in the Department of Defense consist of direct loans and guaranteed loans.

190802.   Submission Requirements

A.   Military Departments and Defense Agencies, as appropriate, will submit to OSD in support of Federal credit programs all materials required by, and in the format specified in, OMB Circular No. A-11, Section 85. Copies of appropriate exhibits will be submitted in support of the Program and Budget Review Submission only.

B.   Definitions: The following definitions apply to the credit account structure. Agencies should refer to OMB Circular A-34 and A-11 for a more detailed explanation of terminology and budget instructions.

1.   A direct loan is a disbursement of funds by the Government to a non-Federal borrower under a contract that requires repayment of such funds with or without interest. The term includes the purchase of, or participation in, a loan made by a non-Federal lender. It also includes the sale of a Government asset on credit terms of more than 90 days duration.

2.   A direct loan obligation is a legal or binding agreement by a Federal agency to make a direct loan when specified conditions are fulfilled by the borrower.

3.   A loan guarantee is any guarantee, insurance, or other pledge with respect to the payment of all or part of the principal or interest on any debt obligation of a non-Federal borrower to a non-Federal lender, but does not include the insurance of deposits, shares, or other withdrawal accounts in financial institutions.

4.   A loan guarantee commitment is a legally binding agreement by a Federal agency to make a loan guarantee when specified conditions are fulfilled by the borrower, the lender, or any other party to the guarantee agreement.

5.   Financing Account is the non-budget account or accounts associated with each credit program account for post-1991 direct loans or loan guarantees. It holds balances, receives the subsidy cost payment from the credit program account, and includes all other cash flows to and from the Government. Separate financing accounts are required for direct loans and loan guarantees.

6.   Modifications are any Government action that alters the estimated subsidy cost, compared to the estimate contained in the most recent budget submitted to Congress, of an outstanding direct loan (or direct loan obligation) or an outstanding loan guarantee (or loan guarantee commitment). Actions permitted within the terms of an existing contract are the only

exception. Modifications to pre-1992 direct loans and loan guarantees are included in this definition, as well as modifications to post-1991 direct loans and loan guarantees. For pre-1992 direct loans and loan guarantees, the loan asset or guarantee liability will be transferred from the liquidating account to the appropriate financing account. A one-time adjusting payment will be made between the liquidating and financing accounts. The subsequent cash flows will be recorded in the financing account.

       7.   <u>Program Account</u> is the budget account into which an appropriation to cover the subsidy cost of a direct loan or loan guarantee program is made and from which such cost is disbursed to the financing account. Usually, a separate amount for administrative expenses is also appropriated to the program account. Each program account is associated with one or two financing accounts, depending on whether the program account makes both direct loans and loan guarantees. The program account pays subsidies to the financing account for post-1991 direct loans and loan guarantees, for modifications, and for re-estimates. These subsidy payments are counted in calculating budget outlays and the deficit.

       8.   <u>Subsidy</u> is the estimated long-term cost to the Government of a direct loan or loan guarantee, calculated on a net present value basis, excluding administrative costs. In net present value terms, it is the portion of the direct loan disbursement that the Government does not expect to recover, or the portion of expected payments for loan guarantees that will not be offset by collections. The subsidy may be for post-1991 direct loan obligations or loan guarantee commitments, for re-estimates of post-1991 loans or guarantees, or for modifications of any direct loans or loan guarantees.

       9.   <u>Re-estimates</u> are the recalculation of the subsidy cost of each risk category within the cohort of direct loans or guaranteed loans. Re-estimates must be made at the beginning of each fiscal year following the year in which the initial disbursement was made and as long as the loans are outstanding, unless a different plan is approved by OMB.

       10.   <u>Cohort</u> - Direct loans obligated or loan guarantees committed by a program in the same year, even if disbursements occur in subsequent years or the loans are modified. Modified pre-1992 direct loans will constitute a single cohort; modified pre-1992 loan guarantees will constitute a single cohort. For loans subsidized by no-year or multi-year appropriations, the cohort may be defined by the year of appropriation or the year of obligation. The Program and Financial Control Directorate of OUSD (Comptroller) P/B will contact OMB for proper determination.

       C.   Materials required by this Section will be provided for credit programs for the DoD Family Housing Improvement program, the Army ARMS Initiative Program, the Defense Export Loan Guarantee Program, and for any additional programs involved in direct loans or guaranteed loans.

       D.   Copies of these materials are required as part of the program and budget review submission in the quantities identified in Chapter 1.

1909   OTHER SPECIAL INTEREST AREAS

190901.   Purpose

This Chapter prescribes instructions for the preparation and submission of budget justification backup data for special areas in which the Congress or OMB has expressed interest. Most of these requirements affect more than a single appropriation.

190902.   Submission Requirements

A.   Data in the exhibit formats provided in Section 1912 are required for the following program areas:

B.   Definitions are to be identical to those most recently used in furnishing data to the Congress.

C.   All exhibits are required for the Program and Budget Review Submission <u>and</u> the congressional justification/presentation submission. Copies of exhibits are required with the submissions in the quantities identified in Chapter 1.

1910   CLASSIFICATIONS   AND   DEFINITIONS   –   COMMAND,   CONTROL, COMMUNICATIONS, AND INTELLIGENCE PROGRAMS

191001.   Purpose

The Office of the Director for Program Analysis and Evaluation maintains a listing of program elements (PEs) in the Future Years Defense Program (FYDP) making up these programs. For details, please contact the POC for the FYDP Resource Structure Management (RSM) system. The RSM system and its Web site are described in FMR Volume 2A, Section 010702.

1911   NOT USED

1912   OTHER SPECIAL ANALYSES SUBMISSION FORMATS

191201.   Purpose

The formats provided on the following pages reflect guidance presented in previous sections of this chapter. Unless modified in a submission budget call, these formats should be adhered to.

191202.   Exhibits in Support of Section 1902 – Combating Terrorism

191203.   Exhibits in Support of Section 1903 - Major Range and Test Facility

191204.   Exhibits in Support of Section 1904 - Test

191205.   Exhibits in Support of Section 1909 - Other Special Interest Areas

HCbT 1 Combating Terrorism Activities Detail - SNaP Format

HCbT 1 Combating Terrorism Activities Detail - SNaP Format

Class	Component	CBTCategory	CBTActivity Group	Program Title	Funding Source	Treasury Code	BACode	Budget Line Item	Resource Type

Occupation Service	Occupation Code	Personnel Assigned To	Program Element	CONUS-OCONUS	CONUS-OCONUS Rationale	Reason Code	Reason For Change	PBD_PDM _Num	PBD_PDM _Date

FY2006	FY2007	FY2008	FY2009	FY2010	FY2011	FY2012	FY2013

Instructions
1) For all fields listed above, please report the funded and levels of Manpower, Total Obligation Authority (TOA), and Quantity Procured for all combating terrorism activities. Reporting is required by Program Title, within CbT Activity Group, CbT Category, Component and Org. Please refer to the attached relationship table to properly identify CbT Categories and their associated CbT Activity Groups.
2) Under the field name ResourceType, select "Funding" to report appropriations not explicitly listed: e.g., MilCon, Procurement, RDT&E, and Revolving Funds.
3) Report $ in Thousands; Civilians and Contractors in FTEs; Military Personnel in Authorized End-Strength; and Quantity Procured in Units.

For Manpower:
1. For each applicable appropriation, report civilian and contractor personnel full-time equivalents (FTEs) and military (active, guard, and reserve component) end strength by CbT Category, CbTActivityGroup, and Program Title.
2. The following generic Military Occupational Series (MOS) and civilian job series should be reported as full-time Combating Terrorism assets -- even if these persons spend only a portion of their time on combating terrorism activities. Additionally, personnel not in these MOSs and/or job series who are assigned permanently or detailed to force protection offices and who spend at least 51% of their time directly supporting combating terrorism activities should be reported on this exhibit:
A. Military Career Fields/Occupational Series: Military Police, Law Enforcement Specialist, Security, Master at Arms, Security Forces, Criminal Investigator, Interrogator, Interpreter/Translator, Counterintelligence Officer, and Office of Special Investigations. Appropriate subspecialties/subfunctions/skills are to be captured in these career fields/occupational series, in support of combating terrorism, with the exception of military working dogs in counterdrug missions.
B. The following civilian Job Series are to be reported: Physical Security Manager (GS-0080), Civilian Police (GS-0083), Security Guard (GS-0085), and those personnel in the Security Clerical and Assistance (GS-0086) series, and all associated wage grade positions that are in direct support of the previously aforementioned series.
C. Personnel data associated with classified combating terrorism programs will be reported as follows: Army and Marine Corps tactical counterintelligence resources and all Army Security and Intelligence Activities counterintelligence resources will be reported in the CbT exhibits by the applicable Components.

HCbT 1 Combating Terrorism Activities Detail - SNaP Format
(Page 1 of 4)

HCbT 1 Combating Terrorism Activities Detail - SNaP Format (Continued)

 D. The services shall report all CbT military manpower ($ and End-strength) and annotate (using the OccupationService field) the Combatant Command, Defense Agency, or Field Activity that any personnel are detailed to.

E. The Combatant Command, Defense Agencies, and Field Activities shall report the military End Strength detailed to their organization and annotate (using the Occupation Service field) the service providing the manpower.

CbT 1 Definitions
Class: System Field: Classification. **All information for this exhibit must be submitted at the unclassified level on the unclassified network.**
   U: UNCLASSIFIED

Component: Identifies the duty status for military service units and defense agencies.
   Active:
   DADW: Defense Area Defense Wide. Used by non-service defense agencies.
   Guard:
   Reserve:
   JIEDDO: Joint IED Defeat Organization

CBTCategory: Antiterrorism (defensive measures), Counterterrorism (offensive measures), Terrorism Consequence Management (preparedness and response for mitigating the consequences of a WMD incident), and Intelligence Related Support.

CBTActivityGroup: A specified grouping of activities and functions that describe the type of CbT effort within a CbT Category. Refer to the CbTCategory & CbTActivityGroup Relationship Matrix.

Program Title: Descriptive name of your program: associated with the PE's and the resources for the CbTActivityGroup. This is a required field and must be entered through the data management segment of SNaP prior to entering Program Details.
   Open List. Add entries to pick list.

Funding Source: Annotate if the original source of the funding was the Defense Emergency Response Fund (DERF '03), Supplemental Funding for FY 2007, FY 2008, or N/A for all other funding.
   DERF '03:
   Supplemental '06
   Supplemental '07
   Supplemental '08
   N/A:

Treasury Code: Identifies resources by type, organization and component. Select from the defined set of four to six-digit codes provided from the Comptroller.

HCbT 1 Combating Terrorism Activities Detail - SNaP Format
(Page 2 of 4)

HCbT 1 Combating Terrorism Activities Detail - SNaP Format (Continued)

BACode: The Budget Activity Code as defined by OUSD (Comptroller), in the Financial Management Regulation located in the "Publications" section of Defenselink. www.defenselink.mil/comptroller/fmr/
   See Data Matrix

Budget Line Item: (Closed List) Provide the Activity Group (AG) and Sub-Activity Group (SAG) if the appropriation is O&M; the Project Number as used in the R2 report for RDT&E; Line Item if Procurement; Project Number if MilCon; and Activity Group (AG) N/A if Revolving funds. The list of Budget Line Item/Budget Line Item Name values is located on the PDR Info page of the SNaP website (https://SNaP.PAE.OSD.MIL).

Resource Type:
   Civilian Pay - Direct Hire Civilian: Civilian Pay part of TOA in the identified PE that provides resources for the Direct Hire Civilians within the CbT Activity Group and Program Title.
   Civilian Pay - Foreign Direct Civilian: Civilian Pay part of TOA in the identified PE that provides resources for the Foreign Direct Civilians within the CbT Activity Group and Program Title.
   Civilian Pay - Foreign Indirect Civilian: Civilian Pay part of TOA in the identified PE that provides resources for the Foreign Indirect Civilians within the CbT Activity Group and Program Title.
   Contractor: Number of Contractors designated as CbT in that CbT Activity Group, Program Title, and Program Element.
   Contractor Pay: TOA portion of the identified PE that provides resources for contractor pay with the CbT Activity Group and Program Title.
   Direct Hire Civilian: Number of Direct US civilians designated as CbT in that CbT Activity Group, Program Title, and Program Element
   Enlisted: Report Enlisted end-strength carrying occupation codes designated as AT, CT, TCM, or INT at the individual occupational specialty code level for each CbT Activity Group, Program Title, and Program Element.
   Foreign Direct Civilian: Number of Foreign Direct Civilians designated as CbT in that CbT Activity Group, Program Title, and Program Element
   Foreign Indirect Civilian: Number of Foreign Indirect Civilians designated as CbT in that CbT Activity Group, Program Title, and Program Element
   Funding: Identify funding for MILCON, Procurement, RDT&E, DWCF, and Revolving Funds
   MilPay - Enlisted: Report funding for all Enlisted personnel carrying occupation codes designated as AT, CT, TCM, or INT for each CbT Activity Group, Program Title, and Program Element.
   MilPay - Officers: Report funding for all Officers carrying occupation codes designated as AT, CT, TCM, or INT for each CbT Activity Group, Program Title, and Program Element.
   Officers: Report Officer end-strength carrying occupation codes designated as AT, CT, TCM, or INT at the individual occupational specialty code level for each CbT Activity Group, Program Title, and Program Element.
   Other O&M: Operations and Maintenance TOA portion of the identified PE that provides resources for the described program within the AT/FP activity (excludes Civilian Pay which will be reported separately)
   Quantity Procured: Number in units of each piece of physical security equipment or Installation First Responder reported.

Occupation Service: Closed List. For defense agencies and field activities, identify the Service providing the manpower for Officer or Enlisted resource types. For the services, identify the service, defense agency or field activity the manpower is detailed to for Officer and Enlisted resource types. Select Civil Service for Direct Hire Civilian resource type. Select N/A for all other Resource Types.
   Air Force:
   Army:
   Civil Service:
   Navy:
   Marine Corps:
   DHP

HCbT 1 Combating Terrorism Activities Detail - SNaP Format (Continued)
> ***DTRA***
> ***NDU***
> ***OSD***
> ***SOCOM***
> ***TRANSCOM***
> N/A

Occupation Code: Provide the occupational specialty code/civilian job series and title for all manpower (Officer, Enlisted, Direct Hire Civilian, Indirect Hire Civilian, Foreign Indirect Hire Civilian). For example: Civ 4804 Locksmith, Off 31A Military Police, or Enl 5822 Polygraph Examiner.
> Occupation Codes are taken from the Defense Manpower Data Center (DMDC) DoD Occupation Database (ODB). The complete list of valid codes is available on the PDR info page of the SNaP website (https://SNaP.PAE.OSD.MIL)

***CONUS_OCONUS*:**
> ***CONUS*:** Select CONUS for CONUS assets (Equipment, funding, personnel)
> ***OCONUS*:** Select OCONUS for OCONUS assets.
***CONUS_OCONUS Rationale*:** Explain the methodology used to assign or derive the CONUS/OCONUS breakout.

ReasonCode: Select the reason necessitating the change to the data: PBD, PDM, Congressional Action or Other.
> ***Congressional Action***:
> ***Other***:
> ***PBD***:
> ***PDM***:

Reason For Change: If 'Other' was selected under ReasonCode, provide text explaining the reason for the change.

PBD_PDM_Num: Enter the PBD or PDM number that necessitated the change if applicable, else select N/A.

PBD_PDM_Date: Enter the date (Month and Year) of the PBD or PDM that necessitated the change if applicable, else select N/A.

CbT 2 Combating Terrorism Narrative – SNaP Format (PB Only)

<p align="center">CbT 2 Combating Terrorism Narrative – SNaP Format (PB Only)</p>

Class	Organization	CbTActivityRollupName

Planned Activities	Reconciliation of Activities' Increases and Decreases (explanation for resource level changes)

Instructions
Provide the name, division of organization, phone number, and email address of the individual responsible for the information contained in the planned activities and reconciliation for each CbTActivityRollupName.

CbT 2 Definitions
Class: System Field: Classification. **All information for this exhibit must be submitted at the unclassified level on the unclassified network**.
    U: UNCLASSIFIED

Organization: The POM reporting entities directed to submit this data requirement. For a complete list of organizations see by data requirement see Appendix A of the PDR.

CbTActivityRollupName: The name that all data will be aggregated to for the President's Budget Justification Book. Rollup supporting CbTActivityGroups to the CbTActivityRollupName as outlined in the Data Matrix below.

Planned Activities: Describe all activities planned for the budget year at the CbTActivityRollupName level of detail.

Reconciliation of Activities' Increases and Decreases: Explain any fiscal year to fiscal year changes in total program funding at the CbTActivityRollupName and appropriation level of detail.

CbT 2 Combating Terrorism Narrative – SNaP Format (PB Only) (Continued)

CbT 2 Combating Terrorism Narrative – SNaP Format (Program/Budget Review Only)

Class	Component	CbTActivityGroup	ProgramTitle	Description

POCFirstName	POCLastName	POCDivision	POCPhone

Instructions
1) Provide the Name, Division of Organization, Phone Number and email address of the Individual responsible for the information contained in the Program Title and Description.   For each CbTActivityGroup and Program Title combination, provide a description of your program.

✯CbT 2 (Program Budget) Definitions
Class: System Field: Classification. **All information for this exhibit must be submitted at the unclassified level on the unclassified network**.
    U: UNCLASSIFIED
Component: Identifies the duty status for military service units and defense agencies.
    Active:
    DADW: Defense Area Defense Wide. Used by non-service defense agencies.
    Guard:
    Reserve:
CbTActivityGroup:
    A specified grouping of activities and functions that describe the type of CbT effort within a CbT Category.   Refer to the CbTCategory, CbTActivityRollupName, & CbTActivityGroup Relationship Matrix below.
ProgramTitle: Descriptive name of your program: associated with the PE's and the resources for the CbTActivityGroup.
Description: Description of the Program described by the PE's and the resources for the CbTActivityGroup.
POCFirstName: First Name of Program POC.
POCLastName: Last Name of Program POC.
POCDivision: Division within the Organization responsible for the Program.
POCPhone: Phone Number for Program POC
POCEmail: Email address for Program POC

CbT 1&2: Data Matrix: CbTCategory, CbTActivityRollupName, CbBTActivityGroup Relationship

CbT 1&2: Data Matrix: CbTCategory, CbTActivityRollupName, CbBTActivityGroup Relationship

CBTCategory	CbTActivityRollupName	CBTActivityGroup
Antiterrorism	Physical Security Equipment	Physical Security Equipment (PSE) Blast Mitigation
		(PSE) Communication
		(PSE) Explosive Detection
		(PSE) Barriers
		(PSE) Intrusion Detection
		(PSE) Personal Protection
		(PSE) Patrol Boats
		(PSE) Up-Armored HMMV
		(PSE) Commercial Heavy Armored Vehicles
		(PSE) Commercial Light Armored Vehicles
		(PSE) Improvised Explosive Device (IED) Defeat
		(PSE) Other Special Equipment
	Physical Security Site Improvements	Physical Security, Site Improvements
	Physical Security Management and Planning	Physical Security, Management and Planning
	Security Forces and Technicians	Physical Security, Security Forces and Technicians
	Law Enforcement	Physical Security, Law Enforcement
	Security and Investigative Matters	Security and Investigative Matters
	AT Research, Development, Test, and Evaluation	Antiterrorism (AT) R&D, Technical Support R&D
		AT R&D, Physical Security and Other R&D
		AT R&D, COTS Product/Technology Integration
Counterterrorism	Individual Counterterrorism (CT) Programs	Individual Counterterrorism (CT) Programs
	CT Research, Development, Test, and Evaluation	Counterterrorism (CT) R&D, Technical Support R&D
		CT R&D, COTS Product/Technology Integration
		CT R&D, Other CT R&D
Terrorism Consequence Management	Assistance to State and Local Authorities	Assistance to State and Local Authorities Medical Elements
		Assistance to State and Local Decontamination Elements
		Assistance to State and Local Reconnaissance Elements

CBTCategory	CbTActivityRollupName	CBTActivityGroup
	Weapons of Mass Destruction Civil Support Teams	Assistance to State and Local Weapons of Mass Destruction Civil Support Teams
	Consequence Management Response	Chemical and Biological Installation Protection (CBIP)
		Chemical, Biological, Radiological, Nuclear (CBRN) Defense
		Installation First Response Preparedness
		Installation First Response Preparedness - Detectors
		Installation First Response Preparedness - Firetrucks
		Installation First Response Preparedness - Haz Mat Suits
		Installation First Response Preparedness - Personal Protective Equipment for First Responders
		Installation First Response Preparedness - Sensors
		Installation First Response Preparedness - Thermal Imagers
		Special Response Units (SRU) US Army
		SRU Special Medical Augmentation Response Team (SMART)
		SRU US Marine Corps Chem/Bio Incident Response Force (CBIRF)
	TCM Research, Development, Test, and Evaluation	DARPA Biological Warfare Defense Program
		CM R&D, COTS Product/Technology Integration
		CM R&D, Other R&D
		Consequence Management (CM) R&D, Technical Support R&D
Intelligence Related Support	Counterintelligence	Counter-Intelligence
	IR Research, Development, Test, and Evaluation	Intelligence Related (IR) R&D, Technical Support R&D
		IR R&D, COTS Product/Technology Integration
		IR R&D, Other R&D

Combating Terrorism Supporting Detail Definitions

1)   Antiterrorism: those defensive measures taken to reduce vulnerability to terrorist attacks.

Physical Security

Physical Security Equipment (PSE): Any item, device, or system that is used primarily for the protection of assets, personnel, information for facilities, to include alarms, sensors, protective lighting and their control systems and the assessment of the reliability, accuracy, timeliness and effectiveness of those systems, such as (but not limited to): Exterior surveillance and/or intrusion detection systems; lighting systems; access controls and alarms systems; residential security equipment; equipment for executive protection, to include added doors, increased ballistic protection at offices and residences, personal body armor, armored vehicles, and detection devices.

Blast Mitigation Consists of (but not limited to):
1)   Fragmentation reduction film, blast walls, etc
2)   Explosive containers

Communication Consists of (but not limited to):
1)   Personnel Alerting Systems
2)   Pagers & Radios
3)   Databases and assessment tools

Explosive Detection Consists of (but not limited to):
1)   Portable & non portable detectors
2)   Under Vehicle Surveillance Systems
3)   Canine systems

Barriers Consists of (but not limited to):
1)   Passive (cable reinforced fences, planters, jersey barriers, shrubs, trees, berms ditches, and inflatable booms)
2)   Active (bollards, drums & sliding gate, cable beam)

Intrusion Detection Consists of (but not limited to):
1)   Wide Area Security and Surveillance Systems
2)   Detection devices (thermal, spectral, mechanical, etc)
3)   Special lighting
4)   Biometrics
5)   Sensors

Personal Protection Consists of (but not limited to):
1)   Body Armor
2)   Personnel protective equipment
3)   Unarmored Vehicles/Sedans

Patrol Boats
Up-Armored HMMWV
Commercial Heavy Armored Vehicles
Commercial Light Armored Vehicles
Improvised Explosive Device (IED) Defeat

Combating Terrorism Supporting Detail Definitions (Continued)

Other Special Equipment: Specify Equipment Type. This is a required field and must be entered through the data management segment of SNaP prior to entering program details. Add equipment types to the CBTActivityGroup pick list. With format of (PSE) Other Special Equipment: <Equipment Type>.

Physical Security Site Improvements: Any facility improvements (or increment of improvements) (using O&M or MILCON funding) or new construction (or increment of new construction) that is for the purpose of the physical protection of assets, personnel or information. These include walls, fences, barricades or other fabricated or natural impediments to restrict, limit, delay or deny entry into a Defense installation or facility, such as (but not limited to):

    1)   Primary facility modification/features such as special structural improvements to walls, doors, windows, ceilings, etc; interior barriers; or include any land acquisition for standoff distances)

    2)   Supporting facility modification features such as site improvements in fencing, perimeter/area lighting, blast mitigation barriers, vehicle barriers, special landscaping)

    3)   Safe havens

    4)   Evacuation facilities

    5)   Surveillance platforms

Physical Security Management and Planning: Personnel who manage physical security programs, resources, and assets such as but not limited to headquarters staff. CINC headquarters staff elements performing such functions should also be reported here.

Security Forces and Technicians: All personnel and operating costs associated with protective forces used to safeguard assets, personnel or information, to include (but not limited to) salaries overtime, benefits, materials and supplies, equipment and facilities, vehicles, helicopters, training, communications equipment, and management, such as (but not limited to):

    1)   Dedicated response forces and security forces

    2)   Locksmiths

    3)   Perimeter, installation or facility access control

    4)   Inspection and maintenance of barriers and security system components

    5)   Antiterrorism training for security forces

    6)   Antiterrorism awareness programs and training

Law Enforcement: All personnel and operating costs associated with law enforcement, to include but not limited to salaries, overtime, benefits, material and supplies, equipment and facilities, vehicles, helicopters, training, communications equipment, and management, such as (but not limited to):

    1)   Response forces

    2)   Military police

    3)   Protective service details, including advance work

Security and Investigative Matters: Includes Defense criminal investigative resources, security and intelligence activities, and any cross-discipline security functions which do not easily fit into other security categories, such as (but not limited to):

    1)   Terrorism Investigations

    2)   Executive antiterrorism training

    3)   Surveillance and counter-surveillance teams

    4)   Protective service details, including advance work

Combating Terrorism Supporting Detail Definitions (Continued)

        5)   Route surveys
        6)   Antiterrorism awareness programs and training

Antiterrorism R&D: Includes any RDT&E resources expended in the area of antiterrorism, showing the program and purpose

Antiterrorism (AT) Technical Support R&D
Physical Security and Other R&D
AT COTS Product/Technology Integration

2) Counterterrorism: Offensive measures taken to prevent, deter and respond to terrorism
    Individual CT programs
Counterterrorism R&D- Includes any RDT&E resources expended in the area of counterterrorism showing the program and purpose.
    Counterterrorism (CT) Technical Support R&D
    CT COTS Product/Technology Integration
    Other CT R&D

3) Terrorism Consequence Management: Preparation for and response to the consequences of a terrorist incident/event

Chemical and Biological Installation Protection (CBIP): Include all costs and personnel ($ and End Strength/FTE's) associated with these activities including procurement of equipment.

CBRN Defense: Include all costs and personnel ($ and End Strength/FTEs) associated with these activities. Also include the quantity of equipment procured of all CBRN assets.

Assistance to State and Local Authorities: The employment of DoD assets and expertise to assess suspected nuclear, biological, chemical, or radiological event in support at the local or state authority. DoD assets to be reported include:
    Weapons of Mass Destruction Civil Support Teams
    Decontamination Elements
    Reconnaissance Elements
    Medical Elements

Special Response Units US Army
    US Marine Corps Chem/Bio Incident Response Force (CBIRF)
    Special Medical Augmentation Response Team (SMART)

Installation First Response Preparedness: As a new initiative for FY 2001, the Services were directed to develop requirements, train personnel, and procure equipment for first response preparedness at DoD installations and facilities. These initiatives will be reported here, above the baseline. Include and itemize all equipment procurement for: fire trucks, thermal imagers, sensors, detectors, and haz mat suits. Also include ALL personnel ($ and end strength/FTE's) associated with these activities.

Consequence Management R&D: Includes any RDT&E resources expended in the area of CbT Terrorism Consequence Management showing the program and purpose.
    Consequence Management (CM) Technical Support R&D
    CM COTS Product/Technology Integration

Combating Terrorism Supporting Detail Definitions (Continued)

Other CM R&D

DARPA Biological Warfare Defense Program: That portion dedicated to domestic terrorism consequence management. Applied research program to develop and demonstrate technologies to thwart the use of biological warfare agents (including bacterial, viral, and bioengineered organisms and toxins) by both military and terrorist opponents (against US assets at home and abroad). That portion dedicated to domestic terrorism consequence management is reported here. DARPA's primary strategy for accomplishing this goal is to create technologies applicable to broad classes of pathogens and toxins. Projects include:

    1) real-time environmental sensing

    2) external protection (including novel methods of protection, air and water purification, and decontamination)

    3) consequence management tools

    4) advanced medical diagnostics for the most virulent pathogens and their molecular mechanisms

    5) pre- and post-exposure medical countermeasures

    6) pathogen genome sequencing

4) Intelligence Related Support: Collection and dissemination of terrorism-related information taken to oppose terrorism throughout the entire threat spectrum to include terrorist use of WMD and/or high explosives. This category will only be reported in the combating terrorism formats during the Program/Budget Review data collection cycle – not during the President's Budget data collection.

Counter-Intelligence: All Army and Marine Corps tactical counterintelligence resources and all Army Security and Intelligence Activities CI resources will be reported in this tab. The Counterintelligence Field Activity will report CIFA resources that directly support force protection/combating terrorism activities. Counterintelligence is considered to include (but is not limited to) activities such as:

    1)   Terrorism Investigations

    2)   Surveillance and counter-surveillance teams

    3)   CI Terrorism analysis and production

    4)   Force protection source operations

    5)   Threat assessments

    6)   CI Terrorism collection

    7)   Route surveys

    8)   Intelligence staff support to deployed task forces

Intelligence Related R&D: Includes any DoD MIP RDT&E resources expended in the area of CbT Intelligence Related Support (counter-intelligence), showing the program and purpose.

Intelligence Related (IR) Technical Support R&D/IR COTS Product/Technology Integration

Intelligence Related (IR) Technical Support R&D/Other IR R&D

CATEGORIES NOT TO BE REPORTED IN COMBATING TERRORISM DETAIL:

Intelligence - Not reported in this TAB: NIP or MIP funding and personnel, such as (but not limited to):

    - Terrorism collection (generally HUMINT, possibly SIGINT)

    - Terrorism analysis and production (excluding CI)

    - Terrorism watch centers

Combating Terrorism Supporting Detail Definitions (Continued)

- Terrorism indications and warning
- Intelligence staff support to deployed task forces

The Director, National Intelligence will report related intelligence support in accordance with the PPI, Section one, Part V, "Data Formatting and Economic Instructions," "Intelligence Programs" as part of the NIP instructions.

Information Assurance - Not reported in this Section: Includes assuring readiness, reliability, and continuity of information assets, systems, networks, and their functions, protecting information systems against penetration/exploitation, providing the means to re-establish vital information system capabilities effectively and efficiently. Examples include Computer Emergency Response Teams (CERTs), and computer network security "fire walls."

Counterproliferation - Not reported in this format: Chem/Bio Defense Program and WMD.

Combating Terrorism Supporting Detail Definitions
(Page 5 of 5)

HCbT 3 Vulnerability Assessments (Program/Budget Review Only)

HCbT 3 Vulnerability Assessments (Program/Budget Review Only)

Class	CountryCode	State	Component	AssessmentDetail

FY2006	FY2007	FY2008	FY2009	FY2010	FY2011	FY2012	FY2013

(4) Instructions
    1) Report only those assessments addressing DoD standard 26, E3.1.1.26.4-.7 higher headquarters vulnerability assessments. Note that the standard requires an assessment of all installations at least once every three-(3) years.
    2) Provide by country code and component the total number of installations.
    3) DoDEA will report this information for all schools located off post.
    4) Provide by country code and component the number of installations that contain family housing, VIP Housing, and or DoDES facilities. These will not add up to total installations.
    5) Provide by country code and component the cost and number of assessments planned for future years and conducted in the prior and current years.
    6) Provide total military, civilian and contractor manpower required to conduct assessments.
    7) TOA is entered in dollars thousands ($000).
    8) Military personnel are entered as End strength and Civilians and Contractors as FTEs.
    9) See Appendix A for reporting requirements for your organization.

CbT 3 Definitions
Class: System Field: Classification. **All information for this exhibit must be submitted at the unclassified level on the unclassified network**.
        U: UNCLASSIFIED
CountryCode: (Closed List)

AF	Afghanistan
AL	Albania
AG	Algeria
AN	Andorra
AO	Angola
AC	Antigua and Barbuda
AR	Argentina
AM	Armenia
AS	Australia
AU	Austria
AJ	Azerbaijan

BF	Bahamas, The
BA	Bahrain
BG	Bangladesh
BB	Barbados
BO	Belarus
BE	Belgium
BH	Belize
BN	Benin
BT	Bhutan
BL	Bolivia
BK	Bosnia and Herzegovina
BC	Botswana
BR	Brazil
BX	Brunei
BU	Bulgaria
UV	Burkina Faso
BM	Burma
BY	Burundi
CB	Cambodia
CM	Cameroon
CA	Canada
CV	Cape Verde
CT	Central African Republic
CD	Chad
CI	Chile
CH	China
CO	Colombia
CN	Comoros
CF	Congo (Brazzaville)
CG	Congo (Kinshasa)
CS	Costa Rica
IV	Côte d'Ivoire
HR	Croatia
CU	Cuba
CY	Cyprus
EZ	Czech Republic

HCbT 3 Vulnerability Assessments (Program/Budget Review Only) (Continued)
(Page 2 of 8)

DA	Denmark
DJ	Djibouti
DO	Dominica
DR	Dominican Republic
TT	East Timor
EC	Ecuador
EG	Egypt
ES	El Salvador
EK	Equatorial Guinea
ER	Eritrea
EN	Estonia
ET	Ethiopia
FJ	Fiji
FI	Finland
FR	France
GB	Gabon
GA	Gambia, The
GG	Georgia
GM	Germany
GH	Ghana
GR	Greece
GJ	Grenada
GT	Guatemala
GV	Guinea
PU	Guinea-Bissau
GY	Guyana
HA	Haiti
VT	Holy See
HO	Honduras
HU	Hungary
IC	Iceland
IN	India
ID	Indonesia
IR	Iran
IZ	Iraq
EI	Ireland

IS	Israel
IT	Italy
JM	Jamaica
JA	Japan
JO	Jordan
KZ	Kazakhstan
KE	Kenya
KR	Kiribati
KN	Korea, North
KS	Korea, South
KU	Kuwait
KG	Kyrgyzstan
LA	Laos
LG	Latvia
LE	Lebanon
LT	Lesotho
LI	Liberia
LY	Libya
LS	Liechtenstein
LH	Lithuania
LU	Luxembourg
MK	Macedonia
MA	Madagascar
MI	Malawi
MY	Malaysia
MV	Maldives
ML	Mali
MT	Malta
RM	Marshall Islands
MR	Mauritania
MP	Mauritius
MX	Mexico
FM	Micronesia, Federated States of
MD	Moldova
MN	Monaco
MG	Mongolia

MO	Morocco
MZ	Mozambique
WA	Namibia
NR	Nauru
NP	Nepal
NL	Netherlands
NZ	New Zealand
NU	Nicaragua
NG	Niger
NI	Nigeria
NO	Norway
MU	Oman
PK	Pakistan
PS	Palau
PM	Panama
PP	Papua New Guinea
PA	Paraguay
PE	Peru
RP	Philippines
PL	Poland
PO	Portugal
QA	Qatar
RO	Romania
RS	Russia
RW	Rwanda
SC	Saint Kitts and Nevis
ST	Saint Lucia
VC	Saint Vincent and the Grenadines
WS	Samoa
SM	San Marino
TP	Sao Tome and Principe
SA	Saudi Arabia
SG	Senegal
YI	Serbia and Montenegro
SE	Seychelles
SL	Sierra Leone

SN	Singapore
LO	Slovakia
SI	Slovenia
BP	Solomon Islands
SO	Somalia
SF	South Africa
SP	Spain
CE	Sri Lanka
SU	Sudan
NS	Suriname
WZ	Swaziland
SW	Sweden
SZ	Switzerland
SY	Syria
TI	Tajikistan
TZ	Tanzania
TH	Thailand
TO	Togo
TN	Tonga
TD	Trinidad and Tobago
TS	Tunisia
TU	Turkey
TX	Turkmenistan
TV	Tuvalu
UG	Uganda
UP	Ukraine
AE	United Arab Emirates
UK	United Kingdom
US	United States
UY	Uruguay
UZ	Uzbekistan
NH	Vanuatu
VE	Venezuela
VM	Vietnam
YM	Yemen
ZA	Zambia

ZI   Zimbabwe

State: (Closed List)
AK: ALASKA
AL: ALABAMA
AR: ARKANSAS
AZ: ARIZONA
CA: CALIFORNIA
CO: COLORADO
CT: CONNECTICUT
DC: DISTRICT OF COLUMBIA
DE: DELAWARE
FL: FLORIDA
GA: GEORGIA
HI: HAWAII
IA: IOWA
ID: IDAHO
IL: ILLINOIS
IN: INDIANA
KS: KANSAS
KY: KENTUCKY
LA: LOUISIANA
MA: MASSACHUSETTS
MD: MARYLAND
ME: MAINE
MI: MICHIGAN
MN: MINNESOTA
MO: MISSOURI
MS: MISSISSIPPI
MT: MONTANA
NA: Not Applicable
NC: NORTH CAROLINA
ND: NORTH DAKOTA
NE: NEBRASKA
NH: NEW HAMPSHIRE
NJ: NEW JERSEY
NM: NEW MEXICO
NV: NEVADA
NY: NEW YORK
OH: OHIO

OK: OKLAHOMA
OR: OREGON
PA: PENNSYLVANIA
RI: RHODE ISLAND
SC: SOUTH CAROLINA
SD: SOUTH DAKOTA
TN: TENNESSEE
TX: TEXAS
UT: UTAH
VA: VIRGINIA
VT: VERMONT
WA: WASHINGTON
WI: WISCONSIN
WV: WEST VIRGINIA
WY: WYOMING

Component: Identifies the duty status for military service units and defense agencies.
Active:
DADW: Defense Area Defense Wide. Used by non-service defense agencies.
Guard:
Reserve:

AssessmentDetail: (Closed List)
Assessment Capability: Number of Installations that can be assessed with the current teams.
Assessments Conducted: Number of assessments conducted by country for 200–5-2006.
Assessments Planned: Number of assessments planned by country for 2007-2013.
Civilian FTEs: Number of civilian personnel conducting assessments.
Contractor FTEs: Number of contractor personnel conducting assessments.
Installations with DoDES Facilities:
Installations with Family Housing:
Installations with VIP Housing:
Military End-Strength: Number of military personnel conducting assessments.
TOA: Total funding programmed to conduct vulnerability assessments by country code.
Total Installations: Total number of installations by component by country should be obtainable from the Installation Summary.

MRTFB 1 Installation Financial Summary

DoD Component
(MRTFB Activity Title) Financial Summary

($ Thousands)

Funding Source	FY PY-1	FY PY	FY CY	FY BY	FY BY+1
Total Institutional Funding: *(Header Only)*					
Institutional Funding PE (_____) Total					
In-House Effort					
Contractor Effort					
Military Personnel (Institutional and Direct)					
Total Institutional and Military Personnel Funding					
Direct (User Funding) *(Header Only)*					
Parent Service					
Other DoD					
Other U.S. Government					
FMS					
Foreign Government					
Commercial					
Total Customer Direct Funding					
Support to Training (Non-Add)					
Other Non T&E MRTFB Customer (Specify) (Non-add)					
Total Non-T&E Customer Direct (Non-add)					
Total Institutional and MilPers, and Direct					
Other Funds - T&E Mission *(Header Only)*					
T&E BOS					
T&E Mission SRM (Sustainment)					
T&E Mission SRM (Restoration & Modernization)					
Military Construction (MILCON)					
Minor Construction					
BRAC					
Improvement & Modernization (Total from Exhibit 3)					
Other Funds applicable to the Test Mission (Specify PE)					
(Add lines as required to identify additional PE's)					

(MRTFB Activity Title) Financial Summary
(Page 1 of 2)

MRTFB 1 Installation Financial Summary (Continued)

Sub-Total Other T&E Mission

Other Funds - Non-T&E Mission   *(Header Only)*
   (Add lines as required to identify additional PE's)

**Sub-Total Other Non-T&E
Mission**

Total MRTFB Activity

Exhibit 1-Financial Summary

MRTFB 2a Institutional Funding Element of Expense Listing

DOD Component

(MRTFB Activity Title) Institutional Funding Element of Expense Listing

($ Thousands)

DODEE	Description	FY PY-1	FY PY	FY CY	FY BY	FY BY+1
	Military Personnel					
01	Civilian Pay					
02	Travel of Persons					
03	Transportation of Things					
04/05	Utilities/Rental/Leases					
06	Communications					
07	Printing/Reproduction					
09	Purchased Equipment Maintenance					
10	Periodic Depot Level Maintenance (PDM)					
13	Other Purchased Services					
13a	Facility Projects (non add)					
13b	Critical Space Operations (non-add)					
14	Aircraft POL (flying)					
16	Other Supplies					
16a	Fuels (other than flying) (non-add)					
16b	Depot Level Reparable (DLR) (non-add)					
17	Purchased Equipment					
18	Other					

Total Institutional Funding

MRTFB 2a Direct Funding Element of Expense Listing (Continued)

DOD Component
(MRTFB Activity Title) Direct Funding Element of Expense Listing

($ Thousands)

DODEE	Description	FY PY-1	FY PY	FY CY	FY BY	FY BY+1
	Military Personnel					
01	Civilian Pay					
02	Travel of Persons					
03	Transportation of Things					
04/05	Utilities/Rental/Leases					
06	Communications					
07	Printing/Reproduction					
09	Purchased Equipment Maintenance					
10	Periodic Depot Level Maintenance (PDM)					
13	Other Purchased Services					
13a	Facility Projects (non add)					
13b	Critical Space Operations (non-add)					
14	Aircraft POL (flying)					
16	Other Supplies					
16a	Fuels (other than flying) (non-add)					
16b	Depot Level Reparable (DLR) (non-add)					
17	Purchased Equipment					
18	Other					

Total Direct Funding

Exhibit 2a-Element of Expense

MRTFB 2b Schedule of Increases and Decreases

DOD Component

(MRTFB Activity Title) Schedule of Increases and Decreases
($ Thousands)

	FY PY-1	FY PY	FY CY	FY BY	FY BY+1

1. FY PY-1 to FY PY

    a.   (Description/justification of increase and decrease)
    b.
    c.
    etc.

2. FY PY to FY CY

    a.   (Description/justification of increase and decrease)
    b.
    c.
    etc.

3. FY CY to FY BY

    a.   Inflation
    b.   Civilian pay raise
    c.   (Description/justification of increase and decrease)
    etc.

4. FY BY to FY BY+1

    a.   Inflation
    b.   Civilian pay raise
    c.   (Description/justification of increase and decrease)
    etc.

Exhibit 2b-Schedule of Increases and Decreases

MRTFB 2c Workyears

DOD Component

(MRTFB Activity Title) Workyears

CATEGORY	FY PY-1				FY PY				FY CY				FY BY				FY BY+1			
	INST	DIR	OTH	TOT	INST	DIR	OTH	TOT	INST	DIR	OTH	TOT	INST	DIR	OTH	TOT	INST	DIR	OTH	TOT
Military																				
Officer																				
Enlisted																				
Civilian																				
Contractor																				
Total																				

Narrative Section:

Exhibit 2c-Workyears

MRTFB Source of Direct Funds

DOD Component

(MRTFB Activity Title) Source of Direct Funds
($ Thousands)

	FY PY-1	FY PY	FY CY	FY BY	FY BY+1

A. DIRECT FUNDING - CUSTOMER

1. PARENT SERVICE

    Appn   **BAC**   **PE** **Title**
RDT&E
      (List customers)
               BAC Total

               RDT&E Total

Operation & Maintenance
      (List customers)
               BAC Total

     Operation & Maintenance Total

Procurement Appropriations
      (List customers with subtotal by appropriation)

    Procurement Appropriation Total

Other Appropriations
      (List customers with subtotal by appropriation)

        Other Appropriation Total

     TOTAL PARENT SERVICE

2. OTHER DOD (Identify Service or OSD)

   Service   **Appropriation**

                    (List customers)

                 Appropriation Total

                       Service Total

                TOTAL OTHER DOD

3. OTHER U.S. GOVERNMENT

                    (List Agencies)

       TOTAL OTHER U.S. GOVERNMENT

4. FOREIGN MILITARY SALES

                    (List country or program)

       TOTAL FOREIGN MILITARY SALES

5. FOREIGN GOVERNMENT

                    (List country or program)

         TOTAL FOREIGN GOVERNMENT

(MRTFB Activity Title) Source of Direct Funds (Continued)

(Page 2 of 3)

6. COMMERCIAL

        (List company or program)   _____

        TOTAL COMMERCIAL

        TOTAL CUSTOMER DIRECT FUNDING   _____

B.   **DIRECT FUNDING - NON-CUSTOMER**

        (List types)

    TOTAL NON-CUSTOMER DIRECT FUNDING   _____

(MRTFB Activity Title) Source of Direct Funds (Continued)

(Page 3 of 3)

MRTFB Improvement and Modernization (I&M) Projects Summary

DOD Component

(MRTFB Activity Title) I&M Summary

Improvement and Modernization Projects
($Thousands)

Appn	PE	Project Title	Total Est. Cost	Prior Years	FY PY-1	FY PY	FY CY	FY BY	FY BY+1	Cost To Complete
		(List Projects)								
		SUBTOTAL								
		TOTAL I&M								

* Asterisk indicates the project meets threshold required for submission of a
Quad chart

Exhibit 3a-I&M Summary

MRTFB Improvement and Modernization (I&M) Listings Military Construction and BRAC

DOD Component

(MRTFB Activity Title) I&M Listings

Military Construction and Base Realignment and Closure Projects
($ Thousands)

**MILCON
PROJECTS**

Appn	PE	Title	Programmed FY	Est Cost at Complete	Programmed Funds
Funded Projects:					
		(List projects)			
		Total Funded MILCON Projects			
Planned Projects:					
		(List projects)			
		Total Panned MILCON Projects			

Exhibit 3a-I&M Listing
(Page 1 of 2)

MRTFB Activity Title Improvement and Modernization (I&M) Listings Military Construction and BRAC (Continured)

BRAC PROJECTS

Appn	PE	Title	Programmed FY	Est Cost at Complete	Programmed Funds
Funded Projects:		(List projects)			
		Total Funded BRAC Projects			

Exhibit 3b-MILCON & BRAC

INSTRUCTIONS FOR MAJOR RANGE AND TEST FACILITY BASE (MRTFB) BUDGET EXHIBITS

MRTFB-1 FINANCIAL SUMMARY

    The MRTFB-1 is the basic, central exhibit for the Major Range Test Facility Base program and budget review submission. All other exhibits are related to this exhibit. The MRTFB-1 reflects total funds from all sources to be expended at each MRTFB activity. The instructions for preparation and definitions are in the following paragraphs. For each line entry, a fully comparable figure will be entered in each of the five columns.

    The amounts reflected in the institutional entries are to be directly related to those amounts included in the appropriation submission of budget estimates to OSD/OMB.

Definitions and Instructions:

<u>Total Institutional Funding</u> - This line is for header purposes only and denotes the section dealing with the institutional funds that support the MRTFB activity's mission.

    <u>Institutional (P.E.   )</u> - Denotes the funding which each Component provides directly to the activity for ongoing effort which cannot be ascribed to users of the activity. The financing program element number is to be entered in the parenthesis.

        <u>In-House Effort</u> - The amount of the activity's T&E Institutional funding which is devoted to supporting efforts conducted by government personnel at the activity.

        <u>Contractor Effort</u> - The amount of Institutional funding expended by any contractor in support of the activity's mission, either on-site or elsewhere.

        <u>Military personnel</u> – Denotes the cost of the Military Personnel who are primarily assigned to the MRTFB activity for institutional and direct user support activities. This line does not include costs for Military Personnel assigned to non-T&E mission work.

<u>Total Institutional and Military Personnel Funding</u> – This line is the total of institutional funding, both-in-house and contractor, plus the cost of the Military Personnel which are assigned to the MRTFB activity for institutional and direct user support activities.

<u>Direct (User Funding)</u> - This line is for header purposes only, to denote the section dealing with funds received from customers for MRTFB activity mission efforts.

    <u>Parent Service</u> - Funds that come to the activity from users who are from within the same service but distinguished from the institutional funds.

    <u>Other DoD</u> - Funds from customers within DoD but not from the same service as the activity.

    <u>Other U.S. Government</u> - Funds from other U.S. Government customers outside the DoD

Foreign Military Sales (FMS) - Funds received from FMS cases.

Foreign Government - Funds from foreign governments for other than FMS cases.

Commercial - Funds received from commercial customers, including DoD contractors that do not have a DoD program sponsor.

Support to Training (Non-add) – Customer funds from any source received by the activity to support any DoD training mission. These funds are reflected in the Total Customer Direct Funding line and are reflected here separately as a non-add line item only.

Other Non-T&E Support (Non-add) – Any other customer funds besides support to training that do not result in T&E work. The specific category of support should be reported if the funding level exceeds $1 million dollars in any given fiscal year. These funds are reflected in the Total Customer Direct Funding line and are reflected here separately as a non-add line item only.

Total Institutional, Military Personnel and Direct - The sum of the amounts in the Total Institutional, Military Personnel and Total Direct lines.

Other Funds-T&E Mission – This line is for header purposes only and denotes the section dealing with funding that directly supports the T&E mission but which is not included in the institutional, direct and military personnel items elsewhere on the exhibit. Additional lines may be added as required to identify all funds that directly support the T&E mission. The intent is to accurately reflect funds received from all sources to support the MRTFB's overall T&E mission and to facilitate comparability across the Services. If additional categories are required to reflect the total "institutional" funding that is required for the activity, such as Environmental Compliance, additional lines should be added.

T&E Base Operating Support (BOS) – Funds for T&E base operating support costs. Do not include costs already identified in the MRTFB institutional funding line above. Provide the program element number for each entry.

T&E Mission SRM (Sustainment) – Funds for T&E sustainment costs. Do not include costs already identified in the MRTFB institutional funding line above. Provide the program element number for each entry.

T&E Mission SRM (Restoration and Modernization) – Funds for T&E restoration and modernization costs. Do not include costs already identified in the MRTFB institutional funding line above. Provide the program element number for each entry. Do not include restoration and modernization costs paid from the Improvement and Modernization funding lines.

Military Construction (MILCON) –Total of MRTFB MILCON projects from Exhibit 3-b.

Minor Construction – Total of minor construction projects. Minor construction is defined as projects totaling $750K or less.

Base Re-alignment and Closure (BRAC) – Total of MRTFB BRAC projects from Exhibit 3-b.

Improvement and Modernization (I&M) – Total funding provided to the MRTFB activity for improvement and modernization efforts. Do not include costs already identified in the MRTFB institutional funding line above.

Other Funds Applicable to the T&E Mission – Any other funding received by the MRTFB for costs associated with the MRTFB T&E mission.

Other Funds – Non-T&E Mission – This line is for header purposes only and denotes the section dealing with any other funding received by the MRTFB for efforts not identified in previous categories. Report individual activities by PE, purpose, and amount.

Total MRTFB Activity – The sum of the amounts in the Total Institutional, Military Personnel and Direct line, Other Funds – T&E Mission line, and Other Funds – Non-T&E Mission line.

MRTFB-2a, ELEMENT OF EXPENSE LISTING

For the Total Institutional and Direct funds entered on MRTFB-1 Exhibit, Financial Summary, provide a breakout by element of expense. The cost of Military Personnel should reflect the Full Time Equivalent (FTE's) military personnel cost associated with the T&E mission. The sum of the institutional and direct military personnel costs should equal the total on the MRTFB-1, Military Personnel line.

MRTFB-2b, SCHEDULE OF INCREASES AND DECREASES

Provide a several sentence description/justification of each increase and/or decrease, covering year-to-year changes in the total institutional funding entry on the MRTFB-1 Exhibit. Changes should address any financial increase or decrease that exceeds $500 thousand. There may be more than one increase or decrease to any or all entries on the MRTFB-1. Separately identify inflation and civilian pay increases. Identify any changes in T&E capability regardless of the amount of funding, to include elimination of any facilities, moth balling, etc.

MRTFB-2c, WORKYEARS

Submit a numerical summary of military, civilian, and contractor Full Time Equivalent (FTE) workyears. Civilian and contractor workyears should be divided into those that are institutionally funded and those that are reimbursed by direct user funding. Military workyears should also be reported in the category of work that is supported whether the workyears are reimbursed or not from direct users, i.e. military workyears used to perform T&E customer work should be shown as direct workyears.

The workyears reported in the Institutional category should reflect only those workyears funded from the institutional program element of the MRTFB. Workyears funded by "Other Funds – T&E Mission", such as BOS and SRM, should be reported as "Other" workyears. Workyears funded by sources identified on the MRTFB-1 as "Non-T&E Support Direct" should not be reported in this exhibit.

Changes in workyears between fiscal years that exceed 10 percent in any category should be addressed in the narrative section of this exhibit.
MRTFB-2d, SOURCE OF DIRECT FUNDS

Identify by major program, the source of the Direct Funds contained in MRTFB-1, Direct User Funding.

For Direct Funding – Customer, provide the following breakout: For the parent service RDT&E and O&M funds, the Program Element, title, Budget Activity Code (BAC), and appropriation descriptors must be provided. For Parent Service procurement appropriations, provide a list of customers greater than $1M for any FY and group smaller customers at the appropriation level. For Other DoD, provide a list of customers by appropriation and Service. For Other U.S. Government, provide a list of customers by Agency. For FMS and Foreign Government, provide a list of customers by country/program and for Commercial, provide a list of customers by company or program. This section should reflect both test and non-test customer funds.

For Direct Funding – Non-Customer, provide a one-line summary by type of funding. Include Direct funding that is not customer related such as inter-organizational miscellaneous reimbursements as well as pass-through and transfers sent off the MRTFB. This section is not reflected on MRTFB-1.

For unidentified workload, enter estimates of Unidentified Workload in the appropriation (for RDT&E include data by budget activity) that best reflect historical workload. It is acceptable to group small efforts into one multiple line item, but groupings funded by Parent Service appropriations should not exceed ten percent of any category

MRTFB-3a, IMPROVEMENT & MODERNIZATION SUMMARY

Provide a project level listing covering fiscal years from PY-1 through the BY+1. For projects that extend beyond the BY+1, include the cost to complete. Ensure that the exhibit includes all improvement and modernization (I&M) anticipated for the activity, whether the funding source is institutional, the parent Service T&E program element(s), customer funding or CTEIP funding.

Report all I&M projects, regardless of funding source, which exceed $200 thousand in any single fiscal year or $1 million cumulatively.   List each project by appropriation and program element.

For any project exceeding $1 million in any year or cumulative funding of $5 million, including the projects not funded, provide summary data that includes potential benefits, cost savings and capability improvements in the form of a quad chart. Use an asterisk to indicate the projects meeting this threshold on the total project-level listing. Quad charts should include the following detail:

Project Title:
      (1) Description - Concise description of what is to be acquired, where it will be located, its relationship to other upgrades at this facility or other DoD facilities. Identify whether the effort is required to provide an enhanced capability or whether it modernizes an existing capability.
      (2) Requirements/Payoffs - Specify the operational requirement being addressed by the project. If it is required to provide an enhanced capability, list the programs that will benefit and provide the required operating date. If required as an improvement to an existing capability, provide a payback date and the schedule for retirement of existing equipment that will become obsolete as a result of the upgrade. Discuss what other alternatives and what cross-service opportunities were considered in the review of this requirement.
      (3) Tests to be Supported - List the programs and tests to be supported by the I&M project. Indicate the acquisition category for each program that will be using the upgraded equipment or facility.
      (4) Schedule - Provide the critical milestones for the project. Include the approval date of the operational requirements document, the date of TERIB and TRMC review, the contract award dates, IOC and FOC.

(4) Funding Profile - Provide total funding plan, including all funding sources, for development through FOC and the follow-on sustainment costs. Funding should be consistent with that identified in the MRTFB-3a, Summary of I&M Projects, and with that included in the other R&D program and budget review submission exhibits.

Quad charts prepared for TRMC reviews can be used for the program and budget review submission as long as all of the requested information is included. Indicate the projects not funded in the Requirements section along with a statement indicating why it was not funded.

MRTFB-3b, MILITARY CONSTRUCTION AND BASE REALIGNMENT AND CLOSURE PROJECTS

Provide summary data for all Military Construction (MILCON) and Base Realignment and Closure (BRAC) projects that are programmed to support the MRTFB mission at the activity and are funded in either PY-1, PY, CY, BY and BY+1 of the Program Budget Submission.

For funded MILCON and BRAC projects, identify by fiscal year the individual funded projects with the same title as the approved DD Form 1391.

For Planned MILCON projects, identify by fiscal year the projects that are planned for the MRTFB through the FYDP period.

The total funded projects listed on this exhibit should match the MRTFB Exhibit-1 Military Construction and BRAC funding line.

Exhibit T&E 1, Test and Evaluation Funding

Test and Evaluation Funding

Exhibit T&E 1

PNO Title	T&E Type	TreasuryCode	BA Code	Budget LineItem	Program Ele-ment	Fund-ing Source	Funding Type	PY-1	PY	CY	BY 1	BY 2	BY2+ 1	BY2+ 2	BY2+ 3	BY2+ 4
Select from pick list	DT&E	Treasury Code list provided	Select from pick list	Select from pick list	Select from pick list	Govern-ment	# of Articles	#	#	#	#	#	#	#	#	#
	OT&E					Con-tractor	Articles Funding	$	$	$	$	$	$	$	$	$
	LFT&E					Articles	Facilities	$	$	$	$	$	$	$	$	$
							Instrumen-tation	$	$	$	$	$	$	$	$	$
							Targets/ Threat Simulators	$	$	$	$	$	$	$	$	$
							Other T&E Funding	$	$	$	$	$	$	$	$	$

Exhibit T&E-1, Test and Evaluation
(Page 1 of 1)

Instructions for Exhibit T&E-1, Test and Evaluation

**Instructions for
Exhibit T&E-1, Test and Evaluation**

1.   Purpose.

        A.   The Exhibit T&E-1 is the Test and Evaluation (T&E) funding exhibit for the Program and Budget review. It consists of tabular and narrative data describing the funding for T&E of the Major Defense Acquisition Programs (MDAP) as specified in DoD 5000.1 and Special Interest Programs identified in the Program Objective Memorandum (POM) Instructions, Table C-1. This reporting process is accomplished on-line using the Select & Native Programming Data Input System (SNaP) located at: http://snap.pae.osd.smil.mil. **Note:** The SNaP system operating instructions as specified in the Programming and Budgeting Data Requirements on the SNaP system will supersede the instructions identified in this document if they are different.

        B.   This exhibit reflects total funds included in the above-specified systems/programs for T&E regardless of what organization performs the T&E. It does not include funds in T&E programs, such as Major Range and Test Facilities Base (MRTFB) direct funding, used to provide services on a nonreimbursable basis to weapon systems.

2.   Entries.

        A.   Instructions for Completing the Test & Evaluation Database

        (1)   Provide Test and Evaluation Detail by Funding Type for Major Defense Acquisition Programs by Treasury Code, Budget Activity, Budget Line Item (BLI) and Program Element (PE), and Facility Type.

        (2)   Provide narrative for all detail provided in a Word Document organized by the following:

        (a)   Program Description: For each Program Element/Project provide a brief description of the major program and major changes from the most recent President's budget request and the reason for the changes.

        (b)   T&E Program/Project Description: For each major T&E Program/Project, exceeding $1 million in a single year or $5 million over the life of the program describe the program/project, provide major changes from the most recent budget baseline and the reasons for the changes. Divide the discussions into Development Test and Evaluation (DT&E), Operational Test and Evaluation (OT&E), and Live Fire Test and Evaluation (LFT&E). Within each T&E type, distinguish between contractor and government activities and include data on articles funding and the number of articles. For facilities provide a narrative to justify as required in the T&E Facilities entries in the Tabular Data Worksheet (above).

        (c)   T&E Milestones/Schedules: Identify by date, the major milestones and scheduled T&E events (PT 3A, OT2, etc.) for each T&E program, noting deviations and reasons from what is stated in the approved Test and Evaluation Master Plan (TEMP).

Instructions for Exhibit T&E-1, Test and Evaluation (Continued)

(d)   Approved TEMP Funding: Provide the difference (delta) in funding from the funding included in the most recently approved TEMP and provide a brief discussion of the reason for the difference.

(e)   Funding: Briefly describe the use of the funds.

(f)   Facilities Justification: Describe the reason for use of government or contractor facility. If capability is duplicated provide reasoning.

B.   Definitions

(1)   Organization: The POM reporting entities are directed to submit this data requirement. For a complete list of organizations required to submit a T&E-1 Exhibit, see Appendix A of the Programming and Budgeting Data Requirements (PBDR).

(2)   Program Control Numbers (PNO) Code: Three-digit numeric code that identifies MDAP programs. If program is not an MDAP program leave blank. PNO codes are listed on the Under Secretary of Defense for Acquisition, Technology, and Logistics (USD(AT&L)) website at: http://friends.acq.osd.mil/ara/dab_oipt/schedule/mdaplist.html.

(3)   T&E Type:

(a)   *DT&E:* Developmental Test and Evaluation (DT&E) is any engineering-type test used to verify status of technical progress, verify that design risks are minimized, substantiate achievement of contract technical performance, and certify readiness for initial operational testing. Development tests generally require instrumentation and measurements and are accomplished by engineers, technicians, or soldier operator-maintainer test personnel in a controlled environment to facilitate failure analysis.

(b)   *OT&E:* Operational Test and Evaluation is the field test, under realistic combat conditions, of any item of (or key component of) weapons, equipment, or munitions for the purpose of determining the effectiveness and suitability of the weapons, equipment, or munitions for use in combat by typical military users.

(c)   *LFT&E:* Live Fire Test and Evaluation is full-up, system-level survivability or lethality testing of a covered system, major munitions program, missile program, or product improvement to a covered system, major munitions program, or missile program before it can proceed beyond low-rate initial production.

(4)   Treasury Code: The Treasury Code is a defined set of four-digit numeric codes provided by the Comptroller that identifies resource types.

(5)   BA Code: The Budget Activity Code as defined by OUSD (Comptroller), in the Financial Management Regulation

Instructions for Exhibit T&E-1, Test and Evaluation (Continued)

    (6) Budget Line Item Number: Provide the Activity Group and Sub-Activity Group (SAG) if the appropriation is O&M; the Project Number as used in the R2 report for RDT&E; Line Item if Procurement; Project Number if MilCon; and Activity Group and Customer if Revolving funds.

    (7) Program Element (PE): The PE applies to RDT&E, Procurement and O&M appropriations. The PE is up to ten-digits in length, a seven-digit numeric identifier followed by up to three-digits alphanumeric code for Future Years Defense Program (FYDP) organization.

    (8) Funding Source:

      (a) *Government:* Resources, facilities, and capabilities that are owned by the U.S. Government.

      (b) *Contractor:* Resources, facilities, and capabilities that are owned by a private company or firm.

      (c) *Article:* An individual system or subsystem to be subjected to the test process

    (9) Funding Type:

      (a) *Facilities:* Includes all funding for provision of T&E capability through investment in plant and equipment (non-instrumentation) at facilities by funding source. For Government facilities these costs include all funding included as reimbursable orders (customer funding) to the Major Range and Test Facility Base and other installations.

      (b) *Instrumentation:* Includes all funding for provision of T&E instrumentation (non-portable) by funding source.

      (c) *Targets and Threat Simulators:* Includes all funding identified for targets and threat simulators by funding source.

      (d) *Other Costs:* Include any additional funding not captured in the other Funding Types for performing T&E at facilities by funding source

      (e) *Articles Funding:* Includes the funding for test articles to support the T&E planned for the system

      (f) *# Articles:* Provide the number of test articles to support the T&E planned for the system by year of delivery of the article.

  C. Business Rules

Instructions for Exhibit T&E-1, Test and Evaluation (Continued)

        (1)   Project or Line Item Number and Title relationship—A project or line item number can only have one title. When users add new numbers they will be prompted to add the corresponding title. The new title will only be valid with the new number.

        (2)   O&M --Requires funding entries for fiscal years only.

        (3)   Funding Source = Article, report a Funding Type = Articles funding and # of Articles.

Funding Source and Funding Type Relationship Matrix	
Funding Source	**Funding Type**
Government	Facilities Instrumentation Targets/Threat Simulators Other T&E Funding
Contractor	Facilities Instrumentation Targets/Threat Simulators Other T&E Funding
Articles	# of Articles Articles Funding

Exhibit PB-14 FUNCTIONAL TRANSFERS

FUNCTIONAL TRANSFERS
Component: _____

FY BY1	**FY BY2**	**FY BY2+1**	**FY BY2+2**	**FY BY2+3**	**FY BY2+4**

PART I

Adjustment as result of Functional Transfers:

(Show the total adjustment to Component topline as a result of inter-Component functional transfers included in the program and budget submission but not included in the Program Review. In addition, show the adjustment to each appropriation separately.)

PART II

(Show the following adjustments for each inter-Component functional transfer impacting all accounts included in Part I.)

Functional Transfer Title
   Description: Provide succinct narrative explanation for each functional transfer.
   Gaining Appropriation(s)/Budget Activity(s)/Subactivity Group(s)/line item/program
      Civilian Full-Time Equivalent (FTE)
      Military End Strength
      Funding ($ 000)

   Losing Appropriation (s)/Budget Activity(s)/Subactivity Group(s)/line item/program
      Civilian Full-Time Equivalent (FTE)
      Military End Strength
      Funding ($ 000)

Exhibit PB-14 Functional Transfers

Exhibit PB-15 Advisory and Assistance Services

ADVISORY AND ASSISTANCE SERVICES

DEPARTMENT/AGENCY

	(Dollars in Thousands)			
	FY PY	FY CY	FY BY1	FY BY2
Appropriation/Fund	Actuals	Estimate	Estimate	Estimate

1. Management & Professional Support Services
    FFRDC Work*
    Non-FFRDC Work*
      Subtotal

2. Studies, Analysis & Evaluations
    FFRDC Work*
    Non-FFRDC Work*
      Subtotal

3. Engineering & Technical Services
    FFRDC Work*
    Non-FFRDC Work*
      Subtotal

TOTAL
   FFRDC Work*
   Non-FFRDC Work*

   Reimbursable

Explanation of Funding Changes

* Provide a narrative explanation (in program terms) for any increase/decrease that is in excess of the estimated rate of inflation. This explanation of increase/decrease is required for changes between the PY and the CY, between the CY and the BY1, and between the BY1 and the BY2.

Notes:

1. All totals displayed must equal amounts reported in object class 25.1.
2. FFRDC - Federally Funded Research & Development Centers.
3. A separate PB-15 must be prepared for each appropriation/fund.
4. A summary PB-15 must be prepared when consulting services are funded from more than one appropriation/fund.

Exhibit PB-15 Advisory and Assistance Services
(Page 1 of 1)

Instructions for Exhibit PB-15 Advisory and Assistance Services

ADVISORY AND ASSISTANCE SERVICES
Instructions for Exhibit PB-15

BACKGROUND: The purpose of the exhibit is to provide Congress with actual estimates on the amount spent by DoD on advisory and assistance services which are utilized to enhance, assist, or improve the ability of government employees to make decisions on governmental processes, program, and systems. Congressional concern stems from both the cost and nature of advisory and assistance services. When contractors provide advice or assistance that may affect decision-making, influence policy development, or provide support to project or program management, it is essential to ensure that the contractor's performance is free of potential conflicts of interest and does not impinge upon the performance of inherently governmental functions by government employees. As such, advisory and assistance services require an appropriate degree of enhanced management and oversight. When using contractor provided products, final decisions, or actions must reflect the independent conclusions of DoD officials. Advisory and Assistance Services (object class 25.1) include services acquired by contract from non-governmental sources that provide management and professional support services; studies, analyses, and evaluations; and engineering and technical services, as defined below.

The definitions indicated below have been substantially revised to incorporate the changes indicated in section 911 of the National Defense Authorization Act for FY 1999 (codified in section 2212(b) of title 10 U.S.C.).

ADVISORY AND ASSISTANCE SERVICES DEFINITION (Object Class 25.1): Obligations for advisory and assistance services acquired by contract from non-governmental sources (including Federally Funded Research and Development Centers (FFRDCs) and non-FFRDCs) to support or improve organization policy development, decision making, management, and administration; support program and/or project management and administration; provide management and support services for Research and Development (R&D) activities; provide engineering and technical support services; or improve the effectiveness of management processes or procedures. The products of advisory and assistance services may take the form of information, advice, opinions, alternatives, analyses, evaluations, recommendations, training, and technical support. Object class 25.1 consists of the following three categories:

Management and Professional Support Service: This category includes funding for contractual services that provide engineering or technical support, assistance, advice, or training for the efficient and effective management and operation of organizations, activities (including management and support services for R&D activities), or systems. These efforts are closely related to the basic responsibilities and mission of the using organization and contribute to improved organization of program management, logistics management, project monitoring and reporting, data collection, budgeting, accounting, performance auditing, and administrative/technical support for conferences and training programs.

Studies, Analyses, and Evaluations: This category includes funding for contractual services to provide organized, analytic assessments to understand or evaluate complex issues to improve policy development, decision making, management, or administration and that result in documents containing data or leading to conclusions or recommendations. Those services may include databases, models, methodologies, and related software created in support of a study, analysis, or evaluation.

Engineering and Technical Services: This category includes funding for contractual services that take the form of advice, assistance, training, or hands-on training necessary to maintain and operate fielded weapon systems, equipment, and components (including software when applicable) at design or required levels of effectiveness.

ADDITIONAL GUIDANCE: Section 911 of Public Law 105-261, "the FY 1999 National Defense Authorization Act" reinstated the exemptions allowed under DoD 4205.2, "DoD Directives Acquiring and Managing Contracted Advisory and Assistance Services (CAAS)," dated February 10, 1992. Therefore, the number of currently authorized exemptions exceeds the number of exemptions as stipulated in the latest OMB Circular A-11

Instructions for Exhibit PB-15 Advisory and Assistance Services
(Page 1 of 3)

Instructions for Exhibit PB-15 Advisory and Assistance Services (Continued)

(June 1999). The following exemptions from DoD 4205.2 describe various contracted services that are <u>not</u> advisory and assistance services. Revisions to DoD 4205.2 may change these exemptions. Any such changes will be highlighted in supplemental guidance prior to the program and budget review submission.

- Activities that are reviewed and/or acquired in accordance with the OMB Circular A-76 program.

Architectural and engineering services for construction and construction management services procured in accordance with the Federal Acquisition Regulation (FAR), Part 36. Work not related to construction as defined by Part 36, and that meets the A&AS definition under existing architectural and engineering contracts, shall come under the purview of this Guidance.

Day-to-day operation of facilities (for example, the Arnold Engineering Development Center and related facilities) and housekeeping services and functions (for example, building and grounds maintenance, and physical security).

Routine maintenance of systems, equipment, and software; routine administrative services; printing services; and direct advertising (media) services.

Initial training services acquired as an integral part of the procurement of weapon systems, automated data processing systems, equipment or components, and training obtained for individual professional development.

Basic operation and management contracts for Government-owned, contractor-operated facilities (GOCOs); for example, the Holston Army Ammunition Plant in Kingsport, TN. Any contract action meeting the A&AS definition and procured under the GOCO basic contract shall come under the purview of this Guidance.

Clinical and medical services for direct healthcare.

The ADP and/or telecommunication functions and related services controlled in accordance with Title 41, Federal Information Resources Management Regulation (FIRMR), Code of Federal Regulations, Part 201.

The ADP and/or telecommunications functions and related services exempted from FIRMR control pursuant to Title 10, United States Code (U.S.C.), section 2315 and reported in Budget Exhibit 43a, "Report on Information Technology Systems," of DoD 7110.1-M.

Services supporting the policy development, management, and administration of the Foreign Military Sales Program that are not paid for with funds appropriated by the U.S. Congress. (Includes A&AS funded with appropriated funds and reimbursed by the foreign customer).

Services (for example, systems engineering and technical services) acquired by or for a program office to increase the design performance capabilities of existing or new systems or where they are integral to the logistics support and maintenance of a system or major component and/or end item of equipment essential to the operation of the system before final Government acceptance of a complete hardware system. Care must be exercised to avoid exempting services acquired to advise and assist the program office and/or manager for program and/or contractor oversight and administration processes, resource management, planning and programming, milestone and schedule tracking, or other professional or administrative services necessary in performing its mission.

Research on theoretical mathematics and basic medical, biological, physical, social, psychological, or other phenomena.

Auctioneers, realty-brokers, appraisers, and surveyors.

Services procured with funds from the Defense Environmental Restoration Account.

Exhibit PB-15 Advisory and Assistance Services
(Page 2 of 3)

Instructions for Exhibit PB-15 Advisory and Assistance Services (Continued)

<u>**COVERAGE**</u>**:** This reporting requirement covers all DoD appropriations and funds. Consulting services acquired from contracts managed by other Government Agencies and paid for with DoD appropriations **must** be reported.

<u>**PREPARATION REQUIREMENTS FOR EXHIBIT PB-15**</u>**:** Each DoD Component must submit the PB-15 exhibit even if they are not procuring advisory and assistance services; <u>negative replies are required</u>. A separate exhibit is required for <u>each </u>appropriation and fund. For annual and multiyear appropriations, planned obligations should be shown in the year of the appropriation rather than the year the obligation is planned. Prior year columns should reflect actual obligations incurred plus additional obligations planned over the remaining life of that fiscal year appropriations. Current and budget year columns should reflect all obligations planned over the life of those appropriations. The Defense Working Capital Fund (DWCF) business areas should identify budgeted obligations in the year those obligations are planned for contracts in support of DWCF activity functions but not those in support of customer workload. The identification of advisory and assistance services in support of appropriations managed by one Component but executed by another Component, fund (e.g., DWCF),or through federally funded research and development centers is the responsibility of the appropriation fund manager. In determining whether a contract is for advisory and assistance services, the contracting or executing organization is not relevant. For example, advisory and assistance services in support of one of the Environmental Restoration transfer appropriations but executed by the Military Departments must be identified in appropriation exhibits submitted for that Environmental appropriation. Each Component will provide overall summary displays for their Component appropriations/funds totals.

<u>**SUBMISSION REQUIREMENTS**</u>**:** For the OSD/OMB program and budget review submission, the PB-15 exhibit will be submitted as a separate exhibit.   For the President's budget submission to the Congress, the PB 15 exhibit will be included as an exhibit in Volume II - Data Book. Each Military Department and Defense Agency will provide an exhibit for each appropriation/fund. In addition, each Military Department and Defense Agency will provide a consolidated exhibit for all appropriations/funds under their control.

** The PB-15 exhibit should reflect the same resource amounts as identified in Object Class 25.1.   Any discrepancies between the PB-15 and Object Class 25.1 must be fully explained. Each PB-15 exhibit is required to contain each appropriation manager's name and telephone number.**

Exhibit PB-15 Advisory and Assistance Services
(Page 3 of 3)

Exhibit PB-16 Legislative Proposals LEGISLATIVE PROPOSALS

LEGISLATIVE PROPOSALS
(Dollars in Thousands)

Proposal Number	Proposal Title	APPN(s)	BY1	BY2	BY2+1	BY2+2	BY2+3	BY2+4

- Proposal number should reflect the number assigned via the Office of Legislative Council (OLC) and Unified Legislation and Budgeting (ULB) processes (e.g., MPP-01-B41A, OLC-100).

- Amounts should reflect cost or savings (-) included in the budget submission for proposals to be approved by the Congress.

- Provide a total for each proposal, a total for each appropriation/fund, and a grand total.

- The Component's Budget Review Submission should include all approved proposals submitted through the ULB process.

- The Component's Congressional Justification/Presentation submission should include all proposed legislation submitted through the OLC process, which have not been disapproved.

- The proposals must be fully funded for the budget year(s) and throughout FYDP.

- If the proposal impacts manpower, provide the end strength and workyear adjustments (average strength for military and FTE for civilians) by type of employment status.

Exhibit PB-16 Legislative Proposals

Exhibit PB-18 Foreign Currency Exchange Data

Component: _____   **FOREIGN CURRENCY EXCHANGE DATA**
Date: _____   **FY BY1/FY BY2 Budget Submit/President's Budget**
<u>**Identify Appropriation**</u>
($ in Thousands)

	FY PY		FY CY		FY BY1		FY BY2	
	U.S. $	Budgeted	U.S. $	Budgeted	U.S. $	Budgeted	U.S. $	Budgeted
	Requiring	Execution	Requiring	Execution	Requiring	Execution	Requiring	Execution
Country	Conversion	Rates	Conversion	Rates	Conversion	Rates	Conversion	Rates
Denmark	1/2/	3/	1/2/	3/	1/2/	3/	1/2/	3/
Euro								
Japan								
Norway								
Singapore								
South Korea								
Turkey								
United Kingdom								
TOTAL								

1/ U.S. dollar value of program purchased with foreign currency at prescribed exchange rate. For the FY PY actual numbers, the value of the overseas program will agree with the obligations incurred at the budget rate reflected on the DD-Comp(M) 1506 report, and the Foreign Currency Fluctuations, Defense Report (MilPers) as of 30 September (See DoDFMR Volume 6A, Chapter 7).

2/ The amounts requiring conversion for military personnel Cost of Living Allowance (COLA) will be the Component's (by country at prescribed rates) amount of COLA payments. Prepare separate exhibits for O&M, COLA and Basic Allowance for Housing (BAH) Overseas estimates. Also include a summary exhibit for the COLA and BAH appropriations.

3/ As prescribed in OSD guidance issued by OUSD (Comptroller) P/B. Express the foreign currency exchange rates in terms of units of foreign currency that can be purchased with one (1) U.S. dollar (e.g., 125.4900 Japanese yen per one U.S. dollar).

Exhibit PB-18 Foreign Currency Exchange Data
(Page 1 of 1)

Exhibit PB-22 Major Department of Defense Headquarters Activities

MAJOR DEPARTMENT OF DEFENSE HEADQUARTERS ACTIVITIES

FY PY Actual				FY CY Estimate				FY BY1 Estimate				FY BY2 Estimate			
Military Avg. Strength	Civ FTEs	Total Mpwr	Total Obligation ($ 000)	Military Avg. Strength	Civ FTEs	Total Mpwr	Total Obligation ($ 000)	Military Avg. Strength	Civ FTEs	Total Mpwr	Total Obligation ($ 000)	Military Avg. Strength	Civ FTEs	Total Mpwr	Total Obligation ($ 000)

INSTRUCTIONS

Category/Organization/Appropriation/Fund: This exhibit provides manpower, payroll, and non-labor cost data directly related to the Major Headquarters mission. Data will be displayed by appropriation/fund (including Military Personnel) for all organizations listed in the DoD 5100.73, "DoD Directives Major Department of Defense Headquarters Activities." Deviations from the DoDD 5100.73 must be approved by OSD. Additionally, this exhibit will separately identify the manpower and cost data by Combatant and Non-Combatant Headquarters Activities. The Secretaries of the Military Departments shall provide personnel strength and operating costs in Major DoD Headquarters Activities under their management control. In addition, they shall provide strength and operating costs of Service-provided personnel and funding in the U.S. Combatant Command Headquarters Activities in accordance with Commander-in-Chief programmed and Joint Staff approved levels. Service personnel and funding for the U.S. Special Operations Command shall be coordinated with the Commander-in-Chief, Special Operations Command (CINCSOC). Resources for International Military Headquarters are **not** to be reported in this exhibit; these costs are to be reported on the PB-55, International Military Headquarters below. A narrative explanation is required for all increases and decreases. Non-labor costs that are not directly related to the Major Headquarters mission such as Pentagon Renovation should not be reported in this exhibit. Components should footnote the items that are excluded. Organizations will be displayed according to the following categorization of Major Headquarters Activities. Manpower and TOA will be identified by appropriation or fund for each major headquarters category.

    I.   Combatant Major Headquarters Activities
        1. Combatant Commands*
        2. Service Combatant Commands*
    II. Non-Combatant Major Headquarters Activities
        Defense-Wide Activities
            a. Departmental Activities
            b. Departmental Support Activities
            c. Functional Activities (Defense Agencies, Other)
        Military Department Activities*
            a. Departmental Activities
            b. Departmental Support Activities
        Functional Activities
Total Summary by Category (i.e., Combatant/non-Combatant Commands) and by appropriation.

Exhibit PB-22 Major Department of Defense Headquarters Activities
(Page 1 of 2)

Exhibit PB-22 MAJOR DEPARTMENT OF DEFENSE HEADQUARTERS ACTIVITIES (Continued)

    IV. Reconciliation of Increases and Decreases
    * To include direct reporting units, as appropriate.

Under "Total Obligations" TOA should be limited to costs directly in support of major headquarters and should <u>not</u> include operational elements of expense for programs centrally funded or managed at the headquarters but executed elsewhere in the Department. Classified data will be reported.

Under each appropriation/fund, manpower strengths and funds will be identified as direct or reimbursable.

Totals will be provided by categories listed above, e.g., Combatant Commands, Service Combatant Commands, etc.

Revolving funds that support headquarters activities will be reflected in the same fashion as appropriated funds.

A total summary by appropriation/fund and category (Combatant/Non-Combatant) must be provided.

National Guard and Reserve officers serving on active duty and performing duties described in 10 U.S.C. 10211 will be <u>excluded</u> from this exhibit.

Numbers reported in this exhibit must be consistent with the numbers reported in the Components' budgets and accompanying the FYDP, as identified by program elements designated as major headquarters activities.

THIS EXHIBIT IS REQUIRED WITH THE PROGRAM AND BUDGET REVIEW SUBMISSION AND WITH THE PRESIDENT'S BUDGET SUBMISSIONS. HOWEVER, FOR THE PRESIDENT'S BUDGET SUBMISSION, THIS EXHIBIT MUST BE PROVIDED TO THE OPERATIONS DIRECTORATE NO LATER THAN JANUARY 22 IN ORDER TO BE INCLUDED IN THE "OPERATION AND MAINTENANCE OVERVIEW" JUSTIFICATION BOOK.
POC: Phone No.

Exhibit PB-22 Major Department of Defense Headquarters Activities
(Page 2 of 2)

Exhibit PB-23 Acquisition, Technology and Logistics Workforce Transformation Program

Component
Acquisition and Technology Work Force Manpower
(Active-duty Military End Strength and Civilian Full-Time Equivalents (FTEs))

Category	PY-1 Mil	Civ	PY Mil	Civ	CY Mil	Civ	BY1 Mil	Civ	BY2 Mil	Civ	BY2+1 Mil	Civ	BY2+2 Mil	Civ	BY2+3 Mil	Civ	BY2+4 Mil	Civ
Program Management																		
Contracting																		
Industrial and Contract Property Management																		
Purchasing																		
Acquisition Logistics																		
Business, Cost Estimating, Financial Management																		
Auditing																		
Information Technology																		
Manufacturing, Production and Quality Assurance																		
Test and Evaluation																		
Systems Planning, Research, Development and Engineering																		
Facilities Engineering																		
Other																		
TOTAL																		

Acquisition, Technology and Logistics Workforce Transformation Program (Continued)
(TOA, Dollars in Thousands)

Military Personnel and Civilian Pay (TOA, Dollars in Thousands):

Military Personnel

Civilian Personnel

TOTAL
Targeted Workforce Improvement Initiatives (TOA, Dollars in Thousands)

1.   Recruiting

2.   Hiring

3.   Career Development

4.   Workforce Information

5.   Retention

TOTAL
Explanation of Changes Between Fiscal Years: (Provide an explanation of increases and decreases between fiscal years.)

Exhibit PB-23 Acquisition, Technology and Logistics Workforce Transformation Program
(Page 1 of 2)

Exhibit PB-23 Acquisition, Technology and Logistics Workforce Transformation Program (Continued)

Acquisition, Technology and Logistics Workforce Transformation Program Exhibit Instructions

Background: Section 912(b) of the National Defense Authorization Act for FY 1998 required the DoD to adopt and implement a new definition of the Defense acquisition workforce. This new definition is based on specified organizational and occupational criteria that are described in the Jefferson Solutions technical report "Identification of the DoD Key Acquisition and Technology Workforce, DASW01-98-C-0010, May 1999." This report is available from the DoD Acquisition Education, Training, and Career Development office at (703) 681-3464.

The final report of the Defense Acquisition 2005 Task Force, entitled "Shaping the Civilian Acquisition Workforce of the Future," set forth many recommendations aimed at improving the workforce. The report included 31 initiatives, the first of which was to develop and implement human capital strategic plans. The Components have begun to develop strategic plans. Other important initiatives related to recruiting, hiring, career development, workforce information, and retention. In March 2002, the Department reported to the Congress on the status of these recommendations, and indicated that many are now being implemented.

Display: In order to provide the required congressional reports, the acquisition, technology and logistics workforce must be identified. Therefore, each Component is required to submit the exhibit PB-23. This exhibit must be submitted for both the Program and Budget Review Submission and the President's Budget. This exhibit displays manpower categories (active-duty military end-strength (E/S) and civilian full-time equivalents (FTEs)) by career field for each fiscal year. In addition to meeting congressional reporting requirements, this information will provide insights about how the Components plan to transform their workforces consistent with the Department's overall transformation program. The exhibit also displays funding for a selected group of the Task Force's initiatives currently in implementation. This exhibit is submitted on-line using the Select & Native Programming Data Input System (SNaP) located at: http://snap.pae.osd.smil.mil. **Note:** The SNaP system operating instructions as specified in the Programming and Budgeting Data Requirements on the SNaP system will supersede the instructions identified in this document if they are different.

Each Component must provide manpower for the designated career fields for each fiscal year, along with the TOA associated with the workforce. In addition, the Components are encouraged, but not required, to provide funding information for the specified initiatives. However, a total funding level for the entire package of specified initiatives is required. Recruiting initiatives focus on marketing and the Student Educational Employment Program, along with administrative requirements to support the program. Hiring initiatives will address bonus programs, payments for permanent change of station, student loan repayment, and supporting administrative costs. Career development includes training, continuous learning, assignment and rotation programs, industry exchanges and related administrative costs. Workforce information initiatives relate to tracking and reporting systems and programs to promote workforce communications. Retention initiatives include bonuses, annual awards, telecommuting programs, programs to fund licenses, and supporting administrative programs.

<div align="center">

Negative replies are required.

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Exhibit PB-23 Acquisition, Technology and Logistics Workforce Transformation Program
(Page 2 of 2)

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Exhibit PB-24 Professional Military Education Schools

PROFESSIONAL MILITARY EDUCATION SCHOOLS
SERVICE_____

SCHOOL_____

(Provide a separate exhibit for each school)

I.   Narrative Description (Statement of Requirements and Mission):

II.   Description of Operations Financed: Provide a description of what is funded below. Include the course length and frequency. Indicate whether or not short courses, correspondence courses, and non-resident courses are included. Indicate other activities funded by the school such as wargaming facilities and other support activities.

III.   Financial Summary ($ Thousands):

		FY CY		FY BY1	FY BY2	FY CY/FY BY1	FY CY/FY BY2
FY PY	Budget Request	Appn	Current Estimate	Estimate	Estimate	Change	Change

Mission (O&M)
Base Operations
  Military Personnel
  O&M
Military Personnel [1]
  School Personnel

Total Direct Program

Total Reimbursable Program [2]

Total Direct and Reimbursable

[1] Use standard rates (i.e. average cost per officer and average cost per enlisted) to calculate military personnel assigned.

[2] As a minimum, include costs of courses that are being reimbursed from acquisition training funds and reimbursement from Foreign Military Sales (FMS). Identify reimbursements from acquisition training separately.

Provide a description of changes between the current year (CY) appropriation and current estimate as well as between the current year (CY) and the budget year 1 (BY1) and between the BY1 and budget year 2(BY2).

Exhibit PB-24 Professional Military Education Schools
(Page 1 of 3)

PROFESSIONAL MILITARY EDUCATION SCHOOLS (Continued)
SERVICE_____
SCHOOL_____

IV. Performance Criteria and Evaluation:

	FY PY	FY CY Estimate	FY BY1 Estimate	FY BY2 Estimate	FY CY/FY BY1 Change	FY CY/FY BY2 Change
Direct Funded:						
Student Input						
Student Load						
Graduates						
Reimbursable Funded:						
Student Input						
Student Load						
Graduates						

Average Cost per Student Load (Total Direct and Reimbursable from Part III divided by the total direct and reimbursable student load.)

Include student input, load, and graduates for resident course only.

III.   Personnel Summary: (Exclude students)

		FY CY					
	FY PY	Budget Request	Appn	Current Estimate	FY BY1 Estimate	FY BY2 Estimate	FY CY/FY BY1 Change	FY CY/FY BY2 Change
Military End Strength (Total)							
Officers							
Enlisted							
Military Average Strength (Total)							
Officers							
Enlisted							
Civilian End Strength (Total)							
USDH							
Civilian FTEs (Total)							
USDH							

Exhibit PB-24 Professional Military Education Schools (Page 2 of 3)

Exhibit PB-24 Professional Military Education Schools

Instructions for Professional Military Education (PB-24) (Continued)

A Separate Exhibit is to be submitted for each of the following schools:

Industrial College of the Armed Forces
National War College
Army Sergeants Major Academy
Army Command and General Staff College
Army War College
Army Management Staff College
College of Naval Command and Staff
College of Naval Warfare
Naval Postgraduate School
Navy Senior Enlisted Academy
Marine Corps Staff NCO Academy
Marine Corps Command and Staff College
Air Force Senior NCO Academy
Air Command and Staff College
Air War College
Air Force Institute of Technology

In addition, the Army will provide a consolidated exhibit for the National Defense University.

This exhibit is required for the Program and Budget Review Submission and the President's budget submission.

Exhibit PB-24 Professional Military Education Schools (Page 3 of 3)

Exhibit PB-25 Host Nation Support

HOST NATION SUPPORT (HNS) COST EXHIBIT 1/
FY BY1/FY BY2 PRESIDENT'S BIENNIAL BUDGET

COUNTRY (And SUMMARY) _____   DOD COMPONENT _____

($ in Millions)

I.   GENERAL INFORMATION

	FY PY	FY CY	FY BY1	FY BY2
A. Exchange Rate Used				
B. Inflation Rates Used				
1. Labor				
2. Non-Labor				

II.   DIRECT SUPPORT

    A.   Rent

    B.   Labor
       1. Foreign National Labor Cost Sharing
       2. Percent of Labor Covered
       3. Katusa Labor (Korea Only)

    C.   Utilities
       1. Dollar Value of Hns
       2. Percent of Utilities Covered

    D.   Facilities
       1. Sustainment, Restoration and Modernization (SRM)
       2. Facilities Improvement Program
       3. Relocation Construction
       4. Other (List)

    E.   Miscellaneous (List)

    Total

Memo - Identify Amount Of Cash Contribution Included Above.

Exhibit PB-25 Host Nation Support
(Page 1 of 5)

HOST NATION SUPPORT (HNS) COST EXHIBIT 1/
FY BY1/FY BY2 PRESIDENT'S BIENNIAL BUDGET

COUNTRY (And SUMMARY) _____   DOD COMPONENT _____

	FY PY	FY CY	FY BY1	FY BY2

III. <u>END STRENGTH (E/S)</u>

  A.   <u>Foreign National Direct Hires</u>
     1. E/S Funded Solely By U.S. <u>2</u>/
     2. E/S Funded By Host Nation Cash Payments To U.S.
     3. E/S Funded By Host Nation Assistance-In-Kind

  B.   <u>Foreign National Indirect Hires</u>
     1. E/S Funded Solely By U.S. <u>2</u>/
     2. E/S Funded By Host Nation Cash Payments To U.S.
     3. E/S Funded By Host Nation Assistance-In-Kind

  C.   <u>U.S. Direct Hires</u>
     1. E/S Funded Solely By U.S. <u>2</u>/
     2. E/S Funded By Host Nation Cash Payments To U.S.
     3. E/S Funded By Host Nation Assistance-In-Kind

  D. <u>Total Hires</u>
     1. E/S Funded Solely By U.S. <u>2</u>/
     2. E/S Funded By Host Nation Cash Payments To U.S.
     3. E/S Funded By Host Nation Assistance-In-Kind

Exhibit PB-25 Host Nation Support (Page 2 of 5)

**HOST NATION SUPPORT (HNS) COST EXHIBIT 1/
FY BY1/FY BY2 PRESIDENT'S BIENNIAL BUDGET**

COUNTRY (And SUMMARY) _____   DOD COMPONENT _____

	FY PY	FY CY	FY BY1	FY BY2
IV. FULL-TIME EQUIVALENTS (FTEs)				

A. Foreign National Direct Hires
     1. FTEs Funded Solely By U.S. 2/
     2. FTEs Funded By Host Nation Cash Payments To U.S.
     3. FTEs Funded By Host Nation Assistance-In-Kind

B. Foreign National Indirect Hires
     1. FTEs Funded Solely By U.S. 2/
     2. FTEs Funded By Host Nation Cash Payments To U.S.
     3. FTEs Funded By Host Nation Assistance-In-Kind

C. U.S. Direct Hires
     1. FTEs Funded Solely By U.S. 2/
     2. FTEs Funded By Host Nation Cash Payments To U.S.
     3. FTEs Funded By Host Nation Assistance-In-Kind

D. Total Hires
     1. FTEs Funded Solely By U.S. 2/
     2. FTEs Funded By Host Nation Cash Payments To U.S.
     3. FTEs Funded By Host Nation Assistance-In-Kind

Exhibit PB-25 Host Nation Support (Page 3 of 5)

HOST NATION SUPPORT (HNS) COST EXHIBIT 1/
FY BY1/FY BY2 PRESIDENT'S BIENNIAL BUDGET

COUNTRY (And SUMMARY) _____   DOD COMPONENT _____

($ in Millions)

	FY PY	FY CY	FY BY1	FY BY2

V.   TOTAL COMPENSATION 3/

    A.   Foreign National Direct Hires
        1.   FTEs funded solely by U.S. 2/
        2.   FTEs funded by host nation cash payments to U.S.
        3.   FTEs funded by host nation assistance-in-kind

    B.   Foreign National Indirect Hires
        1.   FTEs funded solely by U.S. 2/
        2.   FTEs funded by host nation cash payments to U.S.
        3.   FTEs funded by host nation assistance-in-kind

    C.   U.S. Direct Hires
        1.   FTEs funded solely by U.S. 2/
        2.   FTEs funded by host nation cash payments to U.S.
        3.   FTEs funded by host nation assistance-in-kind

    D.   Total Hires
        1.   FTEs funded solely by U.S. 2/
        2.   FTEs funded by host nation cash payments to U.S.
        3.   FTEs funded by host nation assistance-in-kind

1/ The HNS is defined as those amounts paid in cash to the U.S. or provided as assistance-in-kind by a Host Nation to defray the costs of U.S. forces permanently assigned in that country during peacetime. Assistance-in-kind (AIK) includes any support provided without charge by the Host Nation (i.e., Japanese local national labor cost sharing). This exhibit is to be completed by country. Part II of the Exhibit is to be completed by country by appropriation. Additionally, complete the exhibit summarizing data for all countries. Similarly, provide a summary of Part II by appropriation. Cost and civilian end strength estimates are to reflect host nation support contributions only for activities supported by appropriated funds.

2/ Excludes non-appropriated funded activities.

    3/ Personnel costs are to be consistent with OP-8 budget exhibits.

Exhibit PB-25 Host Nation Support (Page 4 of 5)

DEFINITIONS

Exchange Rate Used – Rates should be based on approved budgeted rates.

Inflation Rates Used - Indicate the inflation factor used in all calculations provided in the HNS exhibit. If there is a different rate used within non-labor categories, list the items separately. Be sure all amounts shown are adjusted for inflation.

DIRECT SUPPORT
Rents - The amount of lease/rental payments by the Host Nation Government for the use of private property by U.S. forces.

Labor - The amount of payments by the Host Nation for U.S. Direct Hires, Foreign National Direct Hires, and Foreign National Indirect Hires.

Percent of Labor Covered Under Agreement - Indicate the percentage of U.S. forces labor costs paid by HNS.

KATUSA Labor - This category is for Korea only and is the amount of payments made by Korea for Korean Augmentees to the U.S. Army.

Utilities - The amount of payments by the Host Nation for U.S. forces use of on-base and off-base electricity, heating fuels, water, and sewer. Indicate the percentage of U.S. forces utility costs paid by HNS.

Facilities - The amount of Host Nation payments for the planning, design, construction (PDC) and sustainment and repair of facilities used by U.S. forces. Host nation payment for residual value of property turned over to host nations due to base closures is not to be included as HNS.

Maintenance and Repair - The amount of Host Nation payments for the maintenance and repair of U.S. forces' facilities.

Facilities Improvement Program - The amount of Host Nation payments for facilities for the PDC of projects such as family and bachelor housing, community support and recreation facilities, and utilities upgrade. It also includes operational support facilities such as hangars and hardened aircraft shelters.

Relocation Construction - The amount of payments by the Host Nation for facilities for the PDC of projects associated with the relocation of U.S. forces primarily for the convenience of the Host Nation.

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Exhibit PB-25 Host Nation Support (Page 5 of 5)

Instructions for completing the PB 28 Exhibits

1. **Purpose.**

The Department will collect both program and budget data through the SNaP (Select & Native Programming Data Input System) process. The Military Departments and applicable Defense Agencies will update the SNaP immediately upon completion of the program/budget decisions and budget lock by the Department. The SNaP system will reformat the data into congressional justification exhibits, which can be printed out by the respective Components and included in their justification materials. For Environmental Quality, Environmental Technology and Operational Range Sustainment and Environmental Management the Programming and Budgeting Data Requirements (PBDR) will be collected in PBDR exhibits PB 28, PB 28A and PB 28B. Components shall submit their exhibits through the Select and Native Data (SNaP) Input System located on the NIPRNet at https://snap.pae.osd.mil and on the SIPRNet at https://snap.pae.osd.smil.mil. The most current version of this exhibit will be found at these sites.

2. Coverage.

For the PB 28, each Component will be asked to enter data for each appropriation/fund inside the United States and territories as well as for each appropriation/fund for foreign (i.e. outside the United States and Territories) for cleanup activities overseas. (That is, those activities that would be funded in the Environmental Restoration Accounts if they occurred inside the United States).

3. Submission Requirements.

 The PBDR data is to be submitted for the joint program/budget review and the President's Budget Submission. The DoD Components shall prepare and submit separate narrative justification material for their respective programs. The narrative material shall describe significant and unique items contained in the material including at a minimum the following:
  - justification supporting changes between fiscal years.
  - amount of funds allocated for compliance actions related to operational, test and training ranges (e.g. Clean Water Act funds allocated to respond to compliance action at a training range)

For Environmental Technology funding, the SNaP system will obtain funding information from the FYDP database by program element and project number.

The data entry sheets required for the SNaP system for Environmental Quality are included on the following pages. Following the SNaP data entry sheets are examples of the PB-28, PB 28A and PB 28B exhibits produced by SNaP for congressional justification.

PB-28 Funds Budgeted for Environmental Quality

Class	Component	Location	EnvironmentalActivityCostType	EnvironmentalCosts	ProgramElement TreasuryCode	TreasuryCode ProgramElement	FY2006	FY2007

FY2008	FY2009	FY2010	FY2011	FY2012	FY2013

Instructions
1) Provide domestic and foreign environmental quality costs for compliance, pollution prevention, and conservation by program element and resource type by Environmental Cost and Program categories described below.
2) Provide narrative in word document explaining program changes between fiscal years by compliance, pollution prevention, and conservation.
3) See Appendix A for reporting requirements for your organization

Definitions
Class: System Field: Classification
    C: CONFIDENTIAL
    C/NF: CONFIDENTIAL//NOFORN
    F: FOR OFFICIAL USE ONLY
    S: SECRET
    S/NF: SECRET//NOFORN
    U: UNCLASSIFIED
Component: Identifies the duty status for military service units and defense agencies.
    Active:
    DADW: Defense Area Defense Wide. Used by non-service defense agencies.
    Guard:
    Reserve:
Location:
    Domestic: Inside the United States, District Of Columbia and U.S. Territories.
    Foreign: All areas outside Domestic
EnvironmentalActivityCostType:
    Compliance Non-Recurring: Compliance is as defined in DODI 4715.6, of April 24, 1996 Environmental Compliance. Include one-time costs associated with meeting federal, state, or locally directed requirements.
    Compliance Recurring: Compliance is as defined in DODI 4715.6, of April 24, 1996 Environmental Compliance. Includes ongoing costs for items such as manpower; education and training; permits and fees; sampling analysis and monitoring; supplies; data management, and recurring reporting, etc.
    Conservation Non-Recurring: Conservation is as defined in DODI 4715.3, of May 3, 1996 Environmental Conservation Program. Include one-time costs associated with meeting federal, state, or locally directed requirements.
    Conservation Recurring: Conservation is as defined in DODI 4715.3, of May 3, 1996 Environmental Conservation Program. Include ongoing costs for manpower, education and training; permits and fees, supplies, travel, data management, recurring reporting, and recurring updates for plans.
    Pollution Prevention Non-Recurring: Pollution Prevention is as defined in DODI 4715.4, of June 18, 1996 Pollution Prevention. Include one-time costs associated with meeting federal, state, or locally directed requirements.

Pollution Prevention Recurring: Pollution Prevention is as defined in DODI 4715.4, of June 18, 1996 Pollution Prevention. Include ongoing costs for manpower; education and training; supplies, travel, data management, recurring reporting, recurring updates for plans, and operating recycling facilities, etc.

<u>EnvironmentalCosts</u>:

Clean Air Act: Costs associated with this title are to be captured in Non-Recurring Compliance or Non-Recurring Pollution Prevention, as appropriate.

Clean Water Act: Costs associated with this title are to be captured in Non-Recurring Compliance or Non-Recurring Pollution Prevention, as appropriate.

Conservation Recurring: Include ongoing costs for manpower education and training at the aggregate level and at the program area. Include ongoing costs for permits and fees, supplies, travel, data management, and recurring reporting.

Education & Training: Costs associated with education and training of personnel in environmental programs (including compliance, pollution prevention and conservation).

Environmental Management Systems (EMS): Costs required to implement and maintain an EMS in accordance with DoD requirements. Includes cost for EMS audits, conformance declaration, and registration if applicable.

Hazardous Material Reduction: Efforts to reduce the use of pollutant-producing products and hazardous materials.

Historical & Cultural Resources: Baseline inventories of historic buildings, structures, and historical and archeological sites/environmental analyses to assess and mitigate potential cultural resource adverse actions. Mitigation to meet existing permit conditions or written agreements. Initial archeological materials curation. Development of integrated Cultural Resources Management Plans; and consultations with Native American Groups.

Manpower: All recurring government (civilian and Military manpower costs) and contractor costs applicable to management of the environmental quality program (including Compliance, Pollution Prevention, and Conservation).

Other Compliance Non-Recurring: Costs for Radon/Asbestos investigations and mitigation including facility demolition (if greater than 50% of the cost is required to meet Environmental Compliance standards). Also include Spill Response Plans, (other than Cleanup requirements, e.g. initial preparation of spill response plans); action to prevent pollution from ships; Toxic Substance Control Act compliance; and Federal Insecticide, Fungicide, Rodenticide Act Compliance (upgrade of pesticide storage facilities to meet regulator standards).

Other Compliance Recurring: Those costs for supplies (Spill team equipment, labels, drums, updating recurring plans such as Spill Response Plans, manifests, etc.). It also includes travel, National Pollution Discharge Elimination System permit records/reporting; biannual Hazardous Waste reporting (Resource Conservation Recovery Act Subtitle C); Clean Air Act inventories (routine/recurring reporting); Federal Insecticide, Fungicide, Rodenticide Act reporting; and Environmental Self-Assessments, etc

Other Natural Resources Non-Recurring: Management plans; develop other biological resource management plans; biodiversity conservation requirements; ecosystem management requirements; habitat restoration; public awareness/outreach related to specific legal requirements.

Other Pollution Prevention Non-Recurring: This includes efforts to prepare and implement an acquisition strategy for Alternative Fueled Vehicles, (excludes AFV purchases or lease); conversion of regular vehicles to alternative fuels; source protection plans for safe drinking water; and other P2 efforts that do not fit in other categories.

Other Pollution Prevention Non-Recurring: This includes efforts to prepare and implement an acquisition strategy for Alternative Fueled Vehicles, (excludes AFV purchases or lease); conversion of regular vehicles to alternative fuels; emerging contaminants initiatives; and other P2 efforts that do not fit in other categories

Overseas Clean-Up: One-time costs associated with meeting clean-up requirements directed in the Overseas Environmental Baseline Guidance Document and/or Final Governing Standards. (These costs would be paid for with Environmental Restoration Account funds if inside the United States. Additionally, they are a non-add memo entry only and are a subset of the foreign costs reported in the Non-Recurring Compliance headings.)

Permits & Fees: Costs of environmental permits, licenses and fees to operate the Environmental Compliance program.

Planning: Nonrecurring costs to meet federally directed requirements in the National Environmental Policy Act.

Pollution Prevention Recurring: Ongoing costs for supplies, travel, data management, and recurring reporting

RCRA C-Hazardous Waste: Costs associated with this title are to be captured in Non-Recurring Compliance or Non-recurring Pollution Prevention, as appropriate.

RCRA D-Solid Waste: Costs associated with this title are to be captured in Non-Recurring Compliance or Non-recurring Pollution Prevention, as appropriate.

RCRA I-Underground Storage Tanks: Costs associated with this title are to be captured in Non-Recurring Compliance or Non-recurring Pollution Prevention, as appropriate.

Safe Drinking Water Act: Costs associated with this title are to be captured in Non-Recurring Compliance or Non-recurring Pollution Prevention, as appropriate. Compliance may be upgrading drinking water systems to meet environmental standards, e.g., backflow preventers. Pollution Prevention efforts may be well head protection efforts to prevent pollution of drinking water sources.

Sampling, Analysis & Monitoring: The recurring cost that satisfy such requirements in environmental permits.

Threatened & Endangered Species: Threatened and Endangered Species and habitat inventories; biological assessments, surveys, or habitat protection for a specific listed species; mitigation to meet existing biological opinions/written agreements, including INRMPs; developing Endangered Species Management Plans.

Waste Disposal: The disposal of Federal and State regulated hazardous waste and disposal of excess depleting substances in the DLA stockpile. Include only those costs associated with packaging for transportation, treatment/disposal of hazardous waste and other special services that are paid for through a Hazardous Waste Disposal Vehicle (either through a Defense Reutilization and Marketing Service or directly). Do not include in-house costs such as manpower, supplies, or equipment purchase/maintenance

Wetlands: Inventory and delineation of wetlands; wetlands mitigation to meet permit conditions/written agreements; as well as enhancements to meet Executive Order 11990 provision for "no net loss".

TreasuryCode: Treasury Code is a defined set of four-to-six digit numeric codes from the Comptroller that identifies resource types. The list of Treasury Code values is located on the PDR Info page of the SNaP website (https://SNaP.PAE.OSD.MIL).

ProgramElement: The Program Element is a primary data element in the Future Years Defense Program (FYDP) and generally represents aggregations of organizational entities and related resources. The PE is up to ten-digits in length, a sever-digit numeric identifier followed by up to three-digits alphanumeric code for FYDP organizations.

Business Rules

Data Matrix: EnvironmentalActivityCostType, EnvironmentalCosts Relationship

EnvironmentalActivityCostType	EnvironmentalCosts
Compliance Recurring	Manpower
	Education & Training
	Environmental Management Systems
	Permits & Fees
	Sampling, Analysis & Monitoring
	Waste Disposal
	Other Compliance Recurring
Compliance Non-Recurring	RCRA C-Hazardous Waste
	RCRA D-Solid Waste
	RCRA I-Underground Storage Tanks
	Clean Air Act
	Clean Water Act

EnvironmentalActivityCostType	EnvironmentalCosts
	Environmental Management Systems
	Planning
	Safe Drinking Water Act
	Other Compliance Non-Recurring
	Overseas Clean-Up
Pollution Prevention Recurring	Pollution Prevention Recurring
	Environmental Management Systems
	Manpower
	Education & Training
Pollution Prevention Non-Recurring	RCRA C-Hazardous Waste
	RCRA D-Solid Waste
	Clean Air Act
	Clean Water Act
	Environmental Management Systems
	Hazardous Material Reduction
	Safe Drinking Water Act
	Other Pollution Prevention Non-Recurring
Conservation Recurring	Conservation Recurring
	Manpower
	Education and Training
Conservation Non-Recurring	Threatened & Endangered Species
	Wetlands
	Other Natural Resources Non-Recurring
	Historical & Cultural Resources

Subject Matter Experts: Questions regarding this data requirement should be directed to **Trish Huheey 703-604-1846** and **Mr. Shah Choudhury, 703-571-9067**.

Technical Issues: If you are having difficulty with the data collection system—SNaP, contact the SNaP administrators via the SIRS button at the SNaP web site: https://snap.pae.osd.mil or call (703) 601-4860 EXT #107 OR #108.

PB28 A Environmental Technology

Class	TreasuryCode	BACode	EnvironmentalProgram	FY2006	FY2007	FY2008	FY2009	FY2010	FY2011	FY2012	FY2013

Instructions

1) Provide total costs by appropriation and Environmental Program (i.e., Cleanup, Pollution Prevention, Compliance, Conservation, and Unexploded Ordnance) associated with the Environmental Technology Program.
2) Separately identify appropriation amounts by the budget activity code (BA1, BA2, etc) for each Environmental Program.
3) Provide explanatory narrative in word document explaining program changes between fiscal years by environmental program.
4) OSD will separately identify SERDP and ESTCP amounts and the Military Departments are not to include these amounts in their program.
5) See Appendix A for reporting requirements for your organization.

Definitions

Class: System Field: Classification
 C: CONFIDENTIAL
 C/NF: CONFIDENTIAL//NOFORN
 F: FOR OFFICIAL USE ONLY
 S: SECRET
 S/NF: SECRET//NOFORN
 U: UNCLASSIFIED

TreasuryCode: Treasury Code is a defined set of four-to-six digit numeric codes from the Comptroller that identifies resource types. The list of Treasury Code values can be found on the SNaP web site website by clicking the "Instructions" tab, then selecting the "Documents". (https://SNaP.PAE.OSD.MIL).
 3400:
 1319:
 3020:
 3010:
 0400:
 2040:
 3600:

BACode: Budget Activity is a two-digit identifier for the categories within each appropriation and fund account to identify the purposes, projects, or types of activities financed by the appropriation fund. The list of BA Code values can be found on the SNaP web site website by clicking the "Instructions" tab, then selecting the "Documents" item. (https://SNaP.PAE.OSD.MIL).
 05:
 04:
 03:
 02:
 20:
 01:
 07:
 06:

EnvironmentalProgram: Environmental Technology Programs

    Cleanup: Cleanup is as defined in DODI 4715.7 of April 22, 1996. Include funding for innovative environmental technologies that improve the restoration process.

    Compliance: Compliance is as defined in DODI 4715.6, of April 24, 1996, Environmental Compliance. Include funding for innovative environmental technologies that improve Compliance.

    Conservation: Conservation is as defined in DODI 4715.4, of May 3, 1996, Environmental Conservation Program. Include funding for innovative environmental technologies that enhance the protection of natural and cultural resources, thereby sustaining mission readiness.

    Pollution Prevention: Pollution Prevention is as defined in DODI 4715.4, of June 18, 1996, Pollution Prevention. Include funding for innovative environmental technologies that reduce or eliminate pollution.

    Unexploded Ordnance: Unexploded ordnance (UXO) is as defined in 10U.S.C. 101(e)(5). Include funding for innovative environmental technologies that improve the UXO screening, detection, discrimination and recovery process.

Business Rules

*Subject Matter Experts***:** Questions regarding this data requirement should be directed to **Ms. Trish Huheey, 703-604-1846** and **Mr. Shah Choudhury, 703-571-9067**.

*Technical Issues***:** If you are having difficulty with the data collection system—SNaP, contact the SNaP administrators via the SIRS button at the SNaP web site: https://snap.pae.osd.mil or call (703) 601-4860 ext #107 or #108.

PB 28B Munitions Response at Operational Ranges

Class	Component	RangeLocation	RangePrograms	RangeManagementActivities	RangeResourceDetail	FY2006	FY2007	FY2008	FY2009	FY2010

FY2011	FY2012	FY2013

Instructions
1) Report Range and Resource Detail for all operational test and training ranges to include active and inactive ranges as defined in Title 10USC, Section 101(e) (as revised by FY04 NDAA, Sec 1042).
2) For the Range Program -- Range inventory, report the following range detail—Number (#) of Ranges, Number (#) of Acres (Land Ranges), Number (#) of Square Miles (Water Ranges). Number (#) of Ranges with Environmental Range Assessments and Number (#) of Acres with Environmental Range Assessments (Land ranges), and Number (#) of Square Miles with Environmental Range Assessments (Water ranges).
3) The total number of Ranges Assessed cannot exceed the total number of Ranges. The total number of Acres Assessed cannot exceed the total number of Acres.
4) Enter the cumulative number of Ranges and Acres that either have been assessed or will be assessed by the end of each fiscal year shown.
5) Military Departments by Component and appropriate Defense Agencies report ranges in Acres and funds in $Thousands
6) Provide narrative in a Microsoft Word document that describes program changes and unfunded requirements.
7) This document is non-additive to the amounts displayed in Exhibit PB-28 Funds Budgeted for Environmental Quality. It displays the environmental funds dedicated to sustaining ranges, but does not remove them from reporting under PB28.
8) The intent of this exhibit is to capture and display the identifiable environmental investments in Operational ranges, as part of the Training Range Sustainment Plan called for in Section 366 of the FY 2003 National Defense **Authorization Act. 7)**

Definitions
Class: System Field: Classification
    C: CONFIDENTIAL
    C/NF: CONFIDENTIAL//NOFORN
    F: FOR OFFICIAL USE ONLY
    S: SECRET
    S/NF: SECRET//NOFORN
    U: UNCLASSIFIED
Component: Military Departments report by Active, Guard and Reserve. Defense Agencies choose Defense Agency.
    Active:
    DADW: Defense Area Defense Wide. Used by non-service defense agencies.
    Guard:
    Reserve:
RangeLocation:
    Domestic: United States, District of Columbia, and U.S. Territories.
    Foreign: All areas outside Domestic.
RangePrograms:
    Range Assessments: Any assessment to determine the extent of environmental effects due to operational range activities.
    Range Inventory: Number and size of ranges total and those surveyed.

Range Response Actions: Actions to remediate munitions constituents or other contaminants that will have a deleterious effects on human health or the environment.

Range Sustainment Actions: Environmental Sustainment actions taken to preserve ranges over their perpetual life.

RangeManagementActivities:

All Environmental Range Response Actions: Any and all one-time actions to address the removal of munitions constituents or other environmental contamination on ranges, or to prevent release off of an operational range, including the design and implementation of response action. (Do not include cleanup actions covered under the Environmental Restoration Accounts – report these on Exhibit ENV 30).

Environmental Range Assessments: Any environmental assessment to determine the extent of environmental effects due to training and testing range activities, including any sampling, monitoring or analysis involved in the effort.

Integrated Natural Resource Management Plans: (including Sikes Act requirements) Identify any natural resource planning costs (including Integrated Natural Resource Management Plan (INRMP) costs) required to address Sustainment of operational ranges, including projects called for in signed INRMPs.

Land Ranges:

Other Range Assessment Costs: Any other assessment costs necessary to determine and document the extent of environmental effects of operational range activities

Other Sustainment Actions: Any other assessment costs necessary to determine and document the extent of environmental effects of operational range activities.

Water Ranges:

RangeResourceDetail:

 # Acres with Environmental Range Assessments: The total number of acres on ranges where environmental range assessments have occurred or will occur in the future by fiscal year.

# of Acres: The total number of acres on the operational ranges, as defined in 10USC, Section 101(e).

# of Ranges: The total number of operational ranges under the jurisdiction, custody or control of the Component. Includes all designated land and water areas set aside, managed and used for range activities.

# of Square Miles:

 # Ranges with Environmental Range Assessments: The total number of operational ranges where Environmental Range Assessments have or will occur, by fiscal year.

DWCF:

MilCon:

MilPers:

O&M:

Proc:

RDT&E:

Business Rules

1)　*MilCon is not an accepted resource type for the Range Program--Range Management.*

2)　*Number of Ranges and Acres are reported with an Activity of Physical Detail and Range Program of Range Inventory only.*

Data Matrix: RANGE PROGRAMS, RANGE MANAGEMENT ACTIVITIES, RANGE RESOURCE DETAIL Relationship

RANGE PROGRAMS	RANGE MANAGEMENT ACTIVITIES	RANGE RESOURCE DETAIL
Range Inventory	Land Ranges	# of Ranges
		# of Acres
		# Ranges with Environmental Range Assessments
		# Acres with Environmental Range Assessments
	Water Ranges	# of Ranges
		# of Square Miles
Range Assessments	Environmental Range Assessments	O&M
		RDT&E
		Proc
		DWCF
		MilPers
	Other Range Assessment Costs	O&M
		RDT&E
		Proc
		DWCF
		MilPers
Range Response Actions	All Environmental Range Response Actions	O&M
		MilCon
		DWCF
		RDT&E
		Proc
		MilPers
Range Sustainment Actions	Integrated Natural Resource Management Plans	O&M
		MilCon
		RDT&E
		Proc
		DWCF
		MilPers
	Other Sustainment Actions	O&M
		RDT&E
		Proc
		DWCF
		MilPers
		MilCon

Subject Matter Experts: Questions regarding this data requirement should be directed to **Ms. Trish Huheey, 703-604-1846** and **Mr. Shah Choudhury**.

Technical Issues: If you are having difficulty with the data collection system—SNaP, contact the SNaP administrators via the SIRS button at the SNaP web site: https://snap.pae.osd.mil or call (703) 601-4860 ext #107 or #108.

Exhibit PB-28 Funds Budgeted for Environmental Quality

PB 28 Exhibit Display
DEPARTMENT OF _____
SUMMARY OF FUNDS BUDGETED FOR ENVIRONMENTAL PROJECTS
FY ____ BUDGET ESTIMATE
($ in Thousands)

	PY	CY	BY1	BY2	Change	Change
Environmental Quality	Actual	Estimate	Estimate	Estimate	CY/BY1	BY1/BY2

   Appropriation: _____
Inside the United States and Territories _____ or Outside the U.S.
and Territories _____

1. Environmental Compliance - Recurring Costs (Class 0)   (Enter Total of a + b + c + d + e + f)
  a. Manpower
  b. Education & Training
  c. Permits & Fees
  d. Sampling, Analysis, Monitoring
  e. Waste Disposal
  f. Other Recurring Compliance Costs

3. Environmental Pollution Prevention - Recurring Costs (Class 0)   (Enter Total of a + b + c)
  a. Manpower
  b. Education & Training
  c. Other Recurring Pollution Prevention Costs

4. Environmental Conservation - Recurring Costs (Class 0)   (Enter Total of a + b + c)
  a. Manpower
  b. Education & Training
  c. Other Recurring Conservation Costs

        Total Recurring Costs   (Enter Total of 1+2+3+4)

5. Environmental Compliance - Nonrecurring (Class I/II)
  a. RCRA Subtitle C - Hazardous Waste
  b. RCRA Subtitle D - Solid Waste
  c. RCRA Subtitle I - Underground Storage Tanks
  d. Clean Air Act

Exhibit PB-28 Funds Budgeted for Environmental Quality (Continued)

PB 28 Exhibit Display

DEPARTMENT OF _____
SUMMARY OF FUNDS BUDGETED FOR ENVIRONMENTAL PROJECTS
FY ____ BUDGET ESTIMATE
($ in Thousands)

	PY Actual	CY Estimate	BY1 Estimate	BY2 Estimate	Change CY/BY1	Change BY1/BY2
e. Clean Water Act						
f. Safe Drinking Water Act						
g. Planning						
h. Other						
Total Nonrecurring (Class I/II)						

6. Pollution Prevention - Nonrecurring (Class I/II)
  a. RCRA Subtitle C - Hazardous Waste
  b. RCRA Subtitle D - Solid Waste
  c. Clean Air Act
  d. Clean Water Act
  e. Hazardous Material Reduction
  f. Other
    Total Nonrecurring (Class I/II)

7. Environmental Conservation - Nonrecurring Costs - (Class I/II)
  a. T&E Species
  b. Wetlands
  c. Other Natural Resources
  d. Historical & Cultural Resources
      Total Nonrecurring (Class I/II)

GRAND TOTAL ENVIRONMENTAL QUALITY

Exhibit PB-28 Funds Budgeted for Environmental Quality (Continued)

Environmental Cleanup Program Outside the United States

(Memo entry for overseas cleanup amounts included above) (The amounts entered in this item shall <u>not</u> include any of the 50 states, District of Columbia, Guam, Puerto Rico, or other territories and possessions of the U. S.)

All Funds Budgeted for Environmental Security Technology are to be reported on PB 28A.

Exhibit PB-28 Funds Budgeted for Environmental Quality
(Page 2 of 3)

Exhibit PB 28A - Display SUMMARY OF FUNDS BUDGETED FOR ENVIRONMENTAL PROJECTS

Exhibit PB 28A - Display
DEPARTMENT OF _____
SUMMARY OF FUNDS BUDGETED FOR ENVIRONMENTAL PROJECTS
FY _____ BUDGET ESTIMATE

($ in Thousands)

Environmental Security Technology By Appropriation	PY Actual	CY Estimate	BY1 Estimate	BY2 Estimate	Change CY/BY1	Change BY1/BY2
1. Cleanup						
2. Compliance						
3. Pollution Prevention						
4. Conservation						
TOTAL						

1. Provide a summary sheet of all appropriations/funds.
2. Provide narrative justification for changes from year to year
3. For each appropriation, include applicable breakout categories. For example, for activities funded by
   RDT&E appropriations, separately identify the amounts for each budget activity (BA):
   BA1 - Basic Research, BA2 – Advanced Research, BA3 - Advanced Technology Development, BA4 - Demonstration/Validation,
   BA5 – Engineering and Manufacturing Development, BA6 - RDT&E Management Support, and BA7 - Operational Systems Development.

Exhibit PB-28A Funds Budgeted for Environmental Security Technology
(Page 1 of 1)

Exhibit PB 28B - Operational Range Sustainment and Environmental Management

<u>**Display Example:**</u>

DEPARTMENT OF _____
SUMMARY OF FUNDS BUDGETED FOR ENVIRONMENTAL PROJECTS
FY _____ BUDGET ESTIMATE

- Operational Range Sustainment and Environmental Management	PY Actual	CY Estimate	BY1 Estimate	BY2 Estimate	Change CY/BY1	Change BY1/BY2
Range Inventory						
Land Ranges						
Number of Ranges	#	#	#	#	#	#
Number of Acres	#	#	#	#	#	#
Number of Ranges with Environmental Range Assessments	#	#	#	#	#	#
Number of Acres with Environmental Range Assessments	#	#	#	#	#	#
Water Ranges						
Number of Ranges	#	#	#	#	#	#
Number of Square Miles	#	#	#	#	#	#
Range Assessments						
Environmental Range Assessments	$	$	$	$	$	$
Other Range Assessment Costs	$	$	$	$	$	$
Total Range Assessments	$	$	$	$	$	$
Range Response Actions						
All Environmental Range Response Actions	$	$	$	$	$	$
Total Range Response Actions	$	$	$	$	$	$
Range Sustainment Actions						
Integrated Natural Resource Management Plans	$	$	$	$	$	$
Other Sustainment Actions	$	$	$	$	$	$
Total Range Sustainment	$	$	$	$	$	$
Grand TOTAL	$	$	$	$	$	$

($ in Thousands)

Operational Range Sustainment and Environmental Management (Page 1 of 1)

Exhibit PB-41 Administrative Motor Vehicle Operations

ADMINISTRATIVE MOTOR VEHICLE OPERATIONS (PB-41)
(Name of Component)

(Dollar in Thousands)

Cost Category	FY PY	FY CY	FY BY1	FY BY2	CY-BY1 Change	BY1-BY2 Change
1. Operating Costs for Non-Tactical Fleets						
2. Accident Damage (Net loss to Government)						
3. Vehicle Procurement Costs						
4. Commercial Leases						
5. Interagency Fleet Management System (IFMS) Leases						
6. Disposal Costs						
7. Capital Expenditures for Facilities and Equipment						
8. Privately Operated Vehicles (used for official business)						
Total						

Distribution by Appropriation/Fund

 (Identify the amounts included above by appropriation and fund.)

Total

BACKGROUND: Public Law 99-272, "Consolidated Omnibus Budget Reconciliation Act" of 1985, Subtitle C - Federal Motor Vehicle Expenditure Control of requires that each Federal Agency establish and operate a central monitoring system for motor vehicle costs and establish a data collection system and to report such data in support of the President's budget. Guidance as to the definition and coverage of this requirement is provided by the General Services Administration in Federal Property Regulations. The vehicles used for military training, combat or tactical purposes are specifically underlined excluded.

PREPARATION REQUIREMENTS: Every Component of the Department is required to complete a PB-41 Motor Vehicle Operations Exhibit. Negative replies are required. These will be used by the Office of the Under Secretary of Defense (Comptroller), Operations Directorate, 3C710 Pentagon, to prepare a consolidated exhibit, which will be provided to the Office of Management and Budget as required by OMB Circular A-11 (Section 100 – Additional Information Required After Passback). In order to meet the OMB schedule and include this information in the printed President's budget request, the PB-41 exhibit for the Congressional Justification/Presentation must be submitted by **January 5th.** Include in the lower right hand corner, the date of preparation, and the name and telephone number of an individual responsible for answering questions concerning the submission.

Exhibit PB-41 Administrative Motor Vehicle Operations

Exhibit PB-42 Competitive Sourcing and Alternatives

DoD Component
FY BY1/BY2 OSD Submit/President's Budget
Competitive Sourcing and Alternatives

Instructions: *Each Service and Defense Agency/Activity is to submit this exhibit in Select & Native Programming Data Input System (SNaP) located at* <u>*https://snap.pae.osd.mil*</u>. <u>*The most current version of this exhibit will be available at this site*</u>. *Once loaded the data will be available in the Operations & Support Data Center. Program/Budget data displays will be produced through the Data Center. Questions about the SNaP interface should be referred to the Office of the Director (Program Analysis & Evaluation) Programming and Fiscal Economics Division (703) 697-0223.*

The exhibit is composed of three parts. Part I displays costs and savings associated with A-76 studies. Part II displays the same information for Approved Alternatives. Part III summarizes Parts I and II, presenting the total Competitive Sourcing and Alternatives savings generated by both A-76 and non A-76 initiatives. Part III will be calculated automatically from SNaP, so there is no need to enter summary data. Dollars and manpower are presented by appropriation throughout. Dollars are reported in thousands with all numbers as positive numbers (costs and savings). Manpower savings are reported as end strength (ES) for military and reserve personnel and Full Time Equivalents (FTEs) for civilian personnel.

<u>***PART I***</u>
STUDIES: *Report baseline manpower and dollars for all studies* <u>*started*</u> *(in the one PY reflected on the budget exhibit) and* <u>*scheduled*</u> *(CY, BY1, etc.) for competitive sourcing. Each activity should be reported in the year that the study is scheduled to be initiated. The annual cost of positions studied (total estimated compensation) should be reported even if you plan to outsource during the fiscal year. Report positions studied and cost by appropriation (e.g., O&M, Revolving Funds).*

COST TO CONDUCT STUDIES*: The cost to conduct studies is the cost associated with conducting the competitive sourcing study. The costs should reflect actual costs in the PY and the amounts budgeted in the other years to conduct the studies. In the narrative description section, discuss the methodology used to develop study costs and provide justification for significant deviations from the nominal average of $5,000 per FTE. Costs should be reported by appropriation.*

TRANSITION COSTS: *Report costs of transition to Most Efficient Organization (MEO) or contract. Such costs include severance pay, Voluntary Separation Incentive Pay (VSIP), etc. In the narrative section, discuss the assumptions used to determine transition costs including the categories of cost included.*

MANPOWER SAVINGS: *For military and civilian manpower reflect net savings for that year (not cumulative).*

GROSS DOLLAR SAVINGS*: Gross dollar savings should reflect total compensation associated with billets saved in that fiscal year (not cumulative). Gross savings should not be offset by the cost of studies or transition costs. In the narrative description, include a discussion of the methodology used to develop both manpower and dollar savings.*

Exhibit PB-42 Competitive Sourcing and Alternatives (Continued)

NET DOLLAR SAVINGS: *Net savings are equal to gross savings, offset by the Cost to Conduct Studies and Transition Costs. [Note: Net Dollar Savings will be calculated automatically by SNaP, so there is no need to enter data for this section.]*

PART II
Same as above for all categories except Studies should reflect the information <u>*by Alternative*</u>*. Each Alternative must be approved by OSD(AT&L) Housing and Competitive Sourcing.*
PART III
Summarizes all categories.[Note: The summary will be calculated automatically by SNaP, so there is no need to enter data for this section.]

Exhibit PB-42 Competitive Sourcing and Alternatives
(Page 1 of 3)

Exhibit PB-42 Competitive Sourcing and Alternatives (Continued)

Part __ of III
(Part I – A-76 Studies, Part II – Non A-76 Studies, Part III – Total)
(Direct Dollars in Thousands, Military End Strength, Civilian Full-Time Equivalents)

	FY PY	FY CY	FY BY1	FY BY2	FY BY2+1	FY BY2+2	FY BY2+3	FY BY2+4	TOTAL

PART I
A-76 STUDIES
Total Positions Studied/To Be Studied
   Military
     Appropriation 1
     Appropriation 2, etc.
     Subtotal Military
   Civilian
     Appropriation 3
     Appropriation 4, etc.
     Subtotal Civilians
   Total Civilians and Military

Cost of Positions studied
   Appropriation 1
   Appropriation 2, etc.
   Total Cost

COST TO CONDUCT STUDIES
   Appropriation 1
   Appropriation 2, etc.
   Total Study Costs

TRANSITION COSTS
   Appropriation 1
   Appropriation 2, etc.
   Total Transition Costs

MANPOWER Savings
   Military End Strength
   Appropriation 1
   Appropriation 2, etc.

   Subtotal Military
   Civilian Full-Time Equivalents
   Appropriation 1
   Appropriation 2, etc.
   Subtotal Civilians

Exhibit PB-42 Competitive Sourcing and Alternatives
(Page 2 of 3)

FY BY1/BY2 OSD Submit/President's Budget (Continued)

Part __ of III
(Part I – A-76 Studies, Part II – Non A-76 Studies, Part III – Total Studies)
(Direct Dollars in Thousands, Military End Strength, Civilian Full-Time Equivalents)

<u>*GROSS DOLLAR SAVINGS*</u>
    Appropriation 1
    Appropriation 2, etc.
      Total Gross Dollar Savings

<u>*NET DOLLAR SAVINGS*</u>
    Appropriation 1
    Appropriation 2, etc.
      Total Net Dollar Savings

NARRATIVE:

Exhibit PB-42 Competitive Sourcing and Alternatives
(Page 3 of 3)

Exhibit PB-50 Child Development, School Age Care (SAC), Family Centers, and Family Advocacy Programs

DATE: _____

CHILD DEVELOPMENT, SCHOOL-AGE CARE, (SAC) FAMILY CENTERS,
AND FAMILY ADVOCACY PROGRAMS
Identify Component

(TOA, $ in Millions)

	FY PY	FY CY	FY BY1	FY BY2

I. CHILD CARE PROGRAMS
(Child Development Program (CDP) & School Aged Care (SAC) Programs for children 0-12)

A. CHILD DEVELOPMENT CENTERS

Appropriation (Identify costs by appropriation (i.e., O&M, Mil Con, etc.) and total)
Total Direct Costs [1]
Total Indirect Costs [2]

   Total (should include the expense elements in DoDI 7000.12)

Child Care Parent Fee Revenue

Non-Appropriated Fund Subsidy

Workload
No. of Child Care Spaces (operational capacity)

Personnel
Civilian FTEs (Appropriated Fund Employees)
Nonappropriated Fund (NAF) FTEs funded thru uniform resources programs with Appropriated Funds (APF)
   Total

B. FAMILY CHILD CARE

Appropriation (Identify costs by appropriation and total)

Personnel
Civilian FTEs (Appropriated Fund Employees Only)
Nonappropriated Fund (NAF) FTEs funded thru uniform resources programs with Appropriated Funds (APF)
   Total

Workload
No. of Child Care Spaces (operational capacity)

C. SUPPLEMENTAL PROGRAM SERVICES/RESOURCE & REFERRAL/OTHER

Appropriation (Identify costs by appropriation and total)

Personnel
Civilian FTEs (Appropriated Fund Employees Only)
Nonappropriated Fund (NAF) FTEs funded thru uniform resources programs with Appropriated Funds (APF)
   Total

Workload
No. of Child Care Spaces (operational capacity)

     Exhibit PB-50 Child Development, School Age Care (SAC), Family Centers, and Family Advocacy Programs
(Page 1 of 5)

Exhibit PB-50 Child Development, School Age Care (SAC), Family Centers, and Family Advocacy Programs (Continued)

CHILD DEVELOPMENT, SCHOOL-AGE CARE, (SAC) FAMILY CENTERS, AND FAMILY ADVOCACY PROGRAMS
Identify Component

	(TOA, $ in Millions)			
	FY PY	FY CY	FY BY1	FY BY2

SCHOOL-AGE CARE (SAC)

Appropriation (Identify costs by appropriation (i.e., O&M, Mil Con, etc.) and total)
Total Direct Costs [1]
Total Indirect Costs [2]
   Total (should include the expense elements in DoDI 7000.12

SAC Parent Fee Revenue

Non-Appropriated Fund Subsidy

Personnel
Civilian FTEs (Appropriated Fund Employees)
Nonappropriated Fund (NAF) FTEs reimbursed with Appropriated Funds (APF)
   Total

Workload
No. of SAC Spaces (operational capacity)
No. of SAC Care Spaces Required (100%)
% of Spaces to Required Spaces

TOTAL CHILD CARE PROGRAM

Appropriation
Total Direct Costs [1]
Total Indirect Costs [2]
   Total (should include the expense elements in DoDI 7000.12)

Total Parent Fee Revenue

NAF Subsidy

Personnel
  Civilian FTEs (Appropriated Fund Employees Only)

Workload
No. of Child Care Spaces (operational capacity)
No. of Child Care Spaces Required (100%)
% of actual Spaces to Required Spaces

Explanation of Changes: For each category, provide an explanation of the changes between current year (CY) and biennial budget year 1 (BY1) and between BY1 and biennial budget year 2 (BY2); identify price & program growth between each year.

[1] Direct costs include those costs that can be directly attributed to the activity and include civilian pay and benefits, travel, training, supplies and equipment, contracts, FCC subsidy, etc.
[2]   Indirect cost includes costs that are attributed to more than one activity and include rents, utilities, communications, minor construction, repair and maintenance, contracts, and engineering support.

Exhibit PB-50 Child Development, School Age Care (SAC), Family Centers, and Family Advocacy Programs
(Page 2 of 5)

Exhibit PB-50 Child Development, School Age Care (SAC), Family Centers, and Family Advocacy Programs (Continued)

CHILD DEVELOPMENT, SCHOOL-AGE CARE, (SAC) FAMILY CENTERS, AND FAMILY ADVOCACY PROGRAMS
<u>Identify Component</u>

(TOA, $ in Millions)

	<u>FY PY</u>	<u>FY CY</u>	<u>FY BY1</u>	<u>FY BY2</u>

II. <u>YOUTH PROGRAMS</u>

<u>Appropriation</u> (Identify costs by appropriation (i.e. O&M, Mil Con, etc.) and total)
Total Direct Costs [1/]
Total Indirect Costs [2/]
   Total (should include the expense elements in DoDI 7000.12)

<u>Estimated Youth Fee Revenue</u>

<u>Non-Appropriated Fund Subsidy</u>

<u>Personnel</u>
Civilian FTEs (Appropriated Fund Employees)
Nonappropriated Fund (NAF) FTEs reimbursed with Appropriated Funds (APF)
   Total

Narrative: Explain changes between the CY and BY1 and between BY1 and BY 2. Identify price and program growth between each year.

III. <u>FAMILY CENTERS</u>

<u>Appropriation</u> (Identify costs by appropriation and total)

<u>Personnel</u>
Military (E/S)
Civilian FTEs

<u>Workload</u> (Excludes workload supported by OSD funds (i.e. Relocation, Transition, Family Advocacy). These are documented separately.
  A. The number of single transactions which take approximately 10-15 minutes or less.
  B. Cases (assessment/case management/counseling) which take longer than 10-15 minutes (each session is counted as one).
  C. Number of people involved in command consultation (briefings, meetings, unit visits).
  D1. Number of classes
  D2. Number of participants in classes.

<u>Narrative</u>: Explain changes between the CY and BY1 and between BY1 and BY 2. Identify price and program growth between each year.

IV. <u>FAMILY ADVOCACY PROGRAM</u> (To be completed by the DoD Dependent Schools) (Services should <u>not</u> fill in <u>unless</u> they have funds separate from DoD Dependent Schools funding.)

CORE FAMILY ADVOCACY PROGRAM (Prevention, Direct Services, Training, Evaluation and Administration)

Exhibit PB-50 Child Development, School Age Care (SAC), Family Centers, and Family Advocacy Programs
(Page 3 of 5)

Exhibit PB-50 Child Development, School Age Care (SAC), Family Centers, and Family Advocacy Programs (Continued)

**CHILD DEVELOPMENT, SCHOOL-AGE CARE, (SAC) FAMILY CENTERS,
AND FAMILY ADVOCACY PROGRAMS**

Identify Component

(TOA, $ in Millions)

FY PY	FY CY	FY BY1	FY BY2

A.1. Prevention Services

Appropriation (Identify costs by appropriation and total)

Personnel
Military (E/S)
Civilian FTEs
Contract Employees FTEs

Workload
Number Served (Actual population contacts)
Workload per Prevention Services Provider (Number Served divided by the Number (FTE) of Prevention Services Providers)

A.2 Direct Services

Appropriation (Identify costs by appropriation and total)

Personnel
Military (E/S)
Civilian FTEs
Contract Employees FTEs

Workload
Number Served (Actual population contacts)
Workload per Direct Services Staff

A.3. Training, Evaluation, and Administration

Appropriation (Identify costs by appropriation and total)

Personnel
Military (E/S)
Civilian FTEs
Contract Employees FTEs

B. NEW PARENT SUPPORT

Appropriation (Identify costs by appropriation and total)

Personnel
Military E/S
Civilian FTEs
Contract Employees FTEs

Workload
Number Served

Exhibit PB-50 Child Development, School Age Care (SAC), Family Centers, and Family Advocacy Programs
(Page 4 of 5)

Exhibit PB-50 Child Development, School Age Care (SAC), Family Centers, and Family Advocacy Programs (Continued)

CHILD DEVELOPMENT, SCHOOL-AGE CARE, (SAC) FAMILY CENTERS,
AND FAMILY ADVOCACY PROGRAMS
<u>Identify Component</u>

(TOA, $ in Millions)

	FY PY	FY CY	FY BY1	FY BY2

C. <u>YOUTH AT RISK</u>

<u>Appropriation</u> (Identify costs by appropriation and total)

<u>Personnel</u>
Military E/S
Civilian FTEs
Contract Employees FTEs

<u>Workload</u>
Youth Served

<u>TOTAL FAMILY ADVOCACY PROGRAM</u>

<u>Appropriation</u> (by appropriation and total)

<u>Personnel</u>
Military E/S
Civilian FTEs
Contract Employees FTEs

<u>Narrative</u>: Explain changes between the CY and BY1 and between BY1 and BY2 at the total program level. Identify price and program growth between each year.

Exhibit PB-50 Child Development, School Age Care (SAC), Family Centers, and Family Advocacy Programs
(Page 5 of 5)

Exhibit PB-52A DoD Aeronautics Budget

DoD Aeronautics Budget
(Name of DoD Component)
($ Millions)

Appropriation Summary:		**FY 20PY-2** **Actual**	**FY 20PY-1** **Actual**	**FY 20PY** **Actual**	**FY 20CY** **Estimate**	**FY 20BY1** **Estimate**	**FY 20BY2** **Estimate**
Research, Development, Test, & Evaluation							
Program Data							
Program: **Title**	**Program** **Element**	**FY 20PY-2** **Actual**	**FY 20PY-1** **Actual**	**FY 20PY** **Actual**	**FY 20CY** **Estimate**	**FY 20BY1** **Estimate**	**FY 20BY2** **Estimate**

Exhibit PB-52A DoD Aeronautics Budget
(Page 1 of 2)

Exhibit PB-52A DoD Aeronautics Budget (Continued)

<u>Instructions</u>
Exhibit PB-52A DoD Aeronautics Budget

1. <u>Purpose</u>. This exhibit identifies research and development funding for Aeronautics programs. The data are used to prepare the overall DoD input into the annual President's Aeronautics and Space Report which is prepared by the Office of Management and Budget (OMB). A copy of the final report is available for information in the OUSD (Comptroller) Investment Directorate.

2. <u>Submission</u>.

    a. Exhibit PB-52A should separately identify all RDT&E program elements providing funds in support of the development of systems, subsystems and components used in rotary and fixed wing aircraft.

    b. Data are to be provided in millions of dollars, using 3 decimal points.

    c. Submission of the required exhibit will be made in hard paper copy and in a DOS/Excel format.

d. The submission of the completed exhibits to the OUSD (Comptroller) is due no later than 15 working days after transmission of the President's budget to the Congress.

3. <u>Entries</u>.

<u>Exhibit PB-52A (Aeronautics Programs)</u>

    a. <u>Program Title</u>. Insert the official program title as reflected in the R-1 budget exhibit.

    b. <u>Program Element Number</u>. Insert the official 7-digit plus organization program element designator as reflected in the R-1 budget exhibit.

    c. <u>Budget Estimate</u>. The completed exhibits are to reflect the estimated cost, as funded in the Future Years Defense Program (FYDP), by fiscal year for the period FY 20PY-2 through FY 20BY2 (the three prior years, the current year and the budget years). All amounts should be in then years (TY)

Exhibit PB-52A DoD Aeronautics Budget
(Page 2 of 2)

Exhibit PB-52B DoD Space Budget

DoD Space Budget
(Name of DoD Component)

Purpose. This exhibit identifies all funding for Space programs. The data from the DoD exhibit is used to support a myriad of Space Budget Justification requirements including Congressional Space Budget Justification and the DoD input into the President's Aeronautics and Space Report which is prepared by the Office of Management and Budget (OMB). The data are also used to support congressional hearings on space programs and to fulfill other various information requests regarding space-related funding.

The PB-52B Space Budget will be compiled by the OUSD (Comptroller), Investment Directorate using Service/Agency input into the OD, PA&E-maintained FYDP database.

Exhibit PB-52B DoD Space Budget
(Page 1 of 1)

Exhibit PB-53 Budgeted Military and Civilian Pay Raise Amounts

DEPARTMENT OF _____
FY 20BY1/FY 20BY2 PRESIDENT'S BUDGET
BUDGETED MILITARY AND CIVILIAN PAY RAISE AMOUNTS ($ IN THOUSANDS)

		FY 20CY	**FY 20BY1**	**FY 20BY2**
MILITARY PERSONNEL				
Military Personnel, Army, Navy, MC, Air Force				
CY	(Specify date and percentage of pay raise)			
BY1	(Specify date and percentage of pay raise)			
BY2	(Specify date and percentage of pay raise)			
Total				
Reserve Personnel, Army, Navy, MC, Air Force				
CY	(Specify date and percentage of pay raise)			
BY1	(Specify date and percentage of pay raise)			
BY2	(Specify date and percentage of pay raise)			
Total				
National Guard Personnel, Army, Air Force				
CY	(Specify date and percentage of pay raise)			
BY1	(Specify date and percentage of pay raise)			
BY2	(Specify date and percentage of pay raise)			
Total				
TOTAL MILITARY PERSONNEL				
CIVILIAN PERSONNEL				
Operations and Maintenance, Army, Navy, MC, Air Force, Defense Agencies				
Classified				
CY	(Specify date and percentage of pay raise)			
BY1	(Specify date and percentage of pay raise)			
BY2	(Specify date and percentage of pay raise)			
Total				
Wage Board				
CY	(Specify date and percentage of pay raise)			
BY1	(Specify date and percentage of pay raise)			
BY2	(Specify date and percentage of pay raise)			
Total				
Foreign National				
CY				
BY1				
BY2				
Total				
Total Operation and Maintenance				
Research, Development, Test, and Evaluation (RDT&E), Defense Working Capital Fund, Family Housing, etc.				
TOTAL CIVILIAN PERSONNEL				

Exhibit PB-53 Budgeted Military and Civilian Pay Raise Amounts

Exhibit PB-54 Civilian Personnel Hiring Plan

CIVILIAN PERSONNEL HIRING PLAN
COMPONENT _____
FY _____

APPROPRIATION: _____

Month	E/S Beginning	Gains	Separations				Net Change	E/S Revised	FTE
			Attrition	Retire	RIF	Total			
a	b	c	d	e	f	g	h	i	j

Oct									
Nov	**Definitions**								
Dec	Column	Title	Definition						
Jan									
Feb	a	Month	Month of the fiscal year						
Mar	b	E/S Beginning	Civilian end strength at the beginning of the month						
Apr	c	Gains	Civilian end strength hires during the month						
May		Separations	Column d-f; civilian personnel losses during the month						
Jun	d	Attrition	Civilian end strength monthly losses not covered in columns e and f						
Jul	e	Retire	Number of civilian employees who retired during the month						
Aug	f	RIF	Number of civilian employees who separated due to reductions in force during the month.						
Sep	g	Total	Sum of columns d-e; total number of civilian separations during month						
Total	h	Net Change	Net change of gains and separations (column c less column g)						
	i	E/S Revised	End Strength at the end of the month (column b plus column h)						
	j	FTE	Full time equivalents. Enter full time equivalent for month.						

The October, E/S Beginning (column b) is the same as the September E/S Revised (column i) of the previous fiscal year.
The September E/S Revised (column i) must match the end strength reported on other budget exhibits (OP-5, OP-8).
The Total annual FTE (total of column j) must match FTE reported on other budget exhibits (OP-5, OP-8).

This exhibit must be provided for the current year (FY CY) and the budget years (FY BY1 and FY BY2) for both the OSD/OMB Program and Budget Review Submission and for the President's budget submission.

Exhibit PB-54 Civilian Personnel Hiring Plan

Exhibit PB-55 INTERNATIONAL MILITARY HEADQUARTERS

INTERNATIONAL MILITARY HEADQUARTERS

FY PY Actual				FY CY Estimate				FY BY1 Estimate				FY BY2 Estimate			
Military Avg Strength	Civ FTEs	Total Mpwr	Total Obligation ($ 000)	Military Avg Strength	Civ FTEs	Total Mpwr	Total Obligation ($ 000)	Military Avg Strength	Civ FTEs	Total Mpwr	Total Obligation ($ 000)	Military Avg Strength	Civ FTEs	Total Mpwr	Total Obligation ($ 000)

INSTRUCTIONS

Category/Organization/Appropriation: This exhibit will provide manpower, payroll, and non-labor cost data directly related to DoD personnel serving in the International Military Headquarters mission. Data will be displayed by appropriation/fund (including Military Personnel).   A narrative explanation is required for all increases and decreases.

Manpower and TOA will be identified by appropriation or fund as displayed in the following example:

	FY BY1 Estimate			
	Military A/S	Civilian FTEs	Total Mpwr	Total Obl. ($000)
International Military Headquarters	1,225	256	1,481	89,517
MPMC	255		255	15,600
MPN	970		970	59,031
OMN		256	256	14,886
(DIR)		(250)	(250)	(14,461)
(REIMB)		(6)	(6)	(425)

• Under "Total Obligations" TOA should be limited to costs directly in support of International Military headquarters and should <u>not</u> include operational elements of expense for programs centrally funded or managed at the headquarters but executed elsewhere in the Department.
• Under appropriation, manpower strengths and funds will be identified as direct or reimbursable.
• Revolving funds that support headquarters activities will be reflected in the same fashion as appropriated funds.
• A total summary by appropriation, as well as a grand total, will be provided.
• Classified data will be reported.
• National Guard and Reserve officers serving on active duty and performing duties described in 10 U.S.C. 10211 will be excluded from this exhibit.
• Attached an addendum to provide a listing of organizational acronyms and their meanings used in this exhibit.

POC:_____ Phone No. _____

Exhibit PB-55 International Military Headquarters
(Page 1 of 1)

EXHIBIT PB-59 DoD Overseas Staffing Report

DoD Overseas Staffing Report
(Name of DoD Component, COCOM or Defense Agency)

Country: _____		Post: [1/] _____					
Category:	**FY PY**	**FY CY**	**FY BY1**	**FY BY2**	**FY BY3**	**FY BY4**	**FY BY5**
Controlled Access Area (CAA) [2/]							
U.S. Direct Hire							
U.S. Military Position							
Locally Engaged Staff							
Non-Controlled Access Area (Non-CAA) [3/]							
U.S. Direct Hire							
U.S. Military Position							
Locally Engaged Staff							
Non-Office [4/]							
U.S. Direct Hire							
U.S. Military Position							
Locally Engaged Staff							
Never Colocate [5/]							
U.S. Direct Hire							
U.S. Military Position							
Locally Engaged Staff							
Total							

1/ Identify Post (U.S. Embassy, U.S. Consulate or U.S. Mission)
2/ Controlled Access Area: Authorized office positions to work within an area authorized to handle classified information
3/ Non-Controlled Access Area: Authorized office positions that work outside the CAA area
4/ Non-Office: Authorized positions not assigned a desk, office or workstation (includes custodians, laborers, warehouse staff, drivers, etc.)
5/ Never-Collocate: Authorized positions that work in non-USG owned or leased facility or other non-mission facilities

Instructions for Completing:
1. Report personnel assigned overseas under the Chief of Mission as of January 1st for the year reporting.
2. All COCOMs, Components and Defense Agencies that have personnel assigned overseas under the Chief of Mission must complete this exhibit
3. Defense Agencies will report military personnel assigned to their agency
4. Components (Army, Navy, Marine Corps and Air Force) will consolidate input reported by field units.
5. Marine Corps must identify Guard and Non-Guard totals

DATE PREPARED:
POC:
TELEPHONE:

EXHIBIT PB-59 DoD
Overseas Staffing Report

INSTRUCTIONS FOR PREPARATION OF PB-60

<u>INSTRUCTIONS FOR PREPARATION OF PB-60</u>

1.   Services are required to submit this exhibit at the end item level for the selected pilot programs.

2.   The PB-60 provides essential materiel readiness and sustainability information for justification of the OSD and President's budget estimates. The PB-60 metrics will incorporate all appropriations (i.e. Research and Development, Procurement, Operations and Maintenance) related to the specified end item.

3.   "Materiel Availability" (MA) is a measure of the percentage of the total inventory of a system operationally capable of performing an assigned mission at a given time based on materiel condition. This can be expressed mathematically as the number of operational end items divided by the total population. Determining the optimum value for Materiel Availability requires a comprehensive analysis of the system and its planned use, including the planned operating environment, operating tempo, reliability alternatives, maintenance approaches, and supply chain solutions. Materiel Availability is primarily determined by system downtime, both planned and unplanned, requiring the early examination and determination of critical factors such as the total number of end items to be fielded and the major categories and drivers of system downtime. The Materiel Availability KPP (Key Performance Parameter) must include the total population of usable end items we have that is either functional or can be brought to functionality through maintenance/repair. The total life cycle timeframe, from placement into operational service through the planned end of service life, must be included. The service will express Materiel Availability on the exhibit as a number between 0 and 100. This metric should represent the average for the year that the entire population of systems is materially capable for operational use during the specified period (current year, budget year, budget year +1).

$$\text{Materiel Availability} = \frac{\text{Number of End Items Operational}}{\text{Total Population of End Items}}$$

4.   "Materiel Reliability" is a measure of the probability that the system will perform without failure over a specific interval. Reliability must be sufficient to support the warfighting capability needed. Materiel Reliability is generally expressed in terms of a mean time between failure(s) (MTBF), and once operational, can be measured by dividing actual operating hours by the number of failures experienced during a specific interval. Reliability may initially be expressed as a desired failure-free interval that can be converted to MTBF for use as a KSA (Key System Attribute) (e.g. 95% probability of completing a 12 hour mission, free from mission-degrading failure; 90% probability of completing 5 sorties without failure, etc.). NOTE: Operating hours is operational hours and failure is not ready for issue. Single-shot systems and systems for which other units of measure are appropriate must provide supporting analysis and rationale. MTBF will be expressed on the exhibit as a numeric value representing time (hours) between failure during the specified period (current year, budget year, budget year +1, etc).

$$\text{Materiel Reliability} = \text{Mean Time Between Failure} = \frac{\text{Total Operating Hours}}{\text{Total Number of Failures}}$$

5.   "Ownership Cost" provides balance to the sustainment solution by ensuring that the Operations and Support (O&S) costs associated with materiel readiness are considered in making decisions. Use of the Cost Analysis Improvement Group's O&S Cost Estimating Structure will ensure consistency and proper capitalization of existing efforts in support of this KSA. Only the following cost elements are required for this assessment:

EXHIBIT PB-60 Life Cycle Sustainment
(Page1 of 3)

INSTRUCTIONS FOR PREPARATION OF PB-60 (Continued)

<u>INSTRUCTIONS FOR PREPARATION OF PB-60 (Continued)</u>

2.0 Unit Operations (2.1.1 (only) Energy (fuel, petroleum, oil, lubricants, electricity)); 3.0 Maintenance (All); 4.0 Sustaining Support (All except 4.1, System Specific Training); and 5.0 Continuing System Improvements (All). Base fuel cost on the full burdened cost of fuel. Costs are to be included regardless of funding source. The KSA value should cover the planned lifecycle timeframe, consistent with the timeframe used in the Materiel Availability KPP. Sources of reference data, cost models, parametric cost estimating relationships and other estimating techniques or tools must be identified in supporting analysis. Programs must plan for maintaining the traceability of costs incurred to estimates. The planned approach to monitoring, collecting, and validating operating and support cost data to supporting the KSA must be provided. For the purpose of this exhibit, Ownership Cost needs to be divided into annual ownership cost (dollars) for the specified period (current year, budget year, budget year +1).

Ownership Cost = O&S costs*

* Using the CAIG O&S Cost Estimating Structure Selected cost elements:
2.0 Unit Operations (2.1.1 (only) Energy (Fuel. POL, Electricity))
3.0 Maintenance (All)
4.0 Sustaining Support (All except 4.1, System Specific Training)
5.0 Continuing System Improvements (All)

6.   "Mean Downtime" (MDT) is the average Total Downtime required to restore an asset to its full operational capabilities. MDT includes the time from reporting an asset down to the asset being available to unit to operate. MDT includes administrative time of reporting, logistics and materials procurement, and lock-out/tag-out of equipment for repair or preventative maintenance events. Criteria for failure must be consistent with criteria used for Materiel Reliability. MDT will be expressed on the exhibit as a numeric value representing the average number of hours between failures during the specified period (current year, budget year, budget year +1).

$$\text{Mean Down Time (MDT)} = \frac{\text{Total Down Time for All Failures}}{\text{Total Number of Failures}}$$

7.   The metric sections of the exhibit must be populated with the sustainment goal for the associated metric in each fiscal year represented, the actual/projected metric based on the current budget submission in each fiscal year represented, and the associated data from which the metric is derived for each fiscal year represented (BSO must maintain traceability data for the Ownership Costs). The "Explanation" sections will provide, as necessary, what issues preclude reaching the sustainment goal including funding shortfalls by required year(s), appropriation, and line item/PE/SAG. The "Explanation" section should also be used to explain changes to metrics between submissions caused by external events, such as increased OPTEMPO, unplanned environment, etc.

EXHIBIT PB-60 Life Cycle Sustainment (Page 2 of 3)

INSTRUCTIONS FOR PREPARATION OF PB-60 (Continued)

CLASSIFICATION:

PB-60, Life Cycle Sustainment Exhibit				DATE:
APPROPRIATION/BUDGET ACTIVITY	P-1/R-1 Line Item/PE		Weapon System Name	

Materiel Availability (MA)	**Prior FY**	**Current FY**	**Budget Year**	**Budget Year +1**
Number of End Items Operational				
Total Population of End Items				
Sustainment Goal				
*Actual/Projected				

Explanation (required if metric is less than goal): What precludes reaching the goal? (i.e. contractor availability, out of production parts, funding, etc) If funding is the issue, provide the amount required, by years(s)/appropriation/line item?

Materiel Reliability	**Prior FY**	**Current FY**	**Budget Year**	**Budget Year +1**
Total Operating Hours				
Total Number of Failures				
Sustainment Goal				
*Actual/Projected				

Explanation (required if metric is less than goal): What precludes reaching the goal? (i.e. contractor availability, out of production parts, funding, etc) If funding is the issue, provide the amount required, by years(s)/appropriation/line item?

Ownership Cost	**Prior FY**	**Current FY**	**Budget Year**	**Budget Year +1**
Sustainment Goal				
*Actual/Projected				

Explanation (required if metric is less than goal): What precludes reaching the goal? (i.e. contractor availability, out of production parts, funding, etc) If funding is the issue, provide the amount required, by years(s)/appropriation/line item?

Mean Down Time (MDT)	**Prior FY**	**Current FY**	**Budget Year**	**Budget Year +1**
Total Down Time for All Failures				
Total Number of Failures				
Sustainment Goal				
*Actual/Projected				

Explanation (required if metric is less than goal): What precludes reaching the goal? (i.e. contractor availability, out of production parts, funding, etc) If funding is the issue, provide the amount required, by years(s)/appropriation/line item?

* Based on current budget submission.

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