

Appendix C – Data Fields

NOTE: Below, whenever a field is “Required if...”, it should be assumed that the field is optional for all other data centers. Fields that are conditionally required can always be filled out with one of the values in the “Allowed Values in CSV File” column below.

Column Name in CSV File	Status	Rules/Notes	Allowed Values in CSV File	OMB Working Definition
Agency Abbreviation	No Change.	Required.	See Appendix A – Agency Abbreviations for acceptable values.	Indicates your parent agency via one of the allowed values in Appendix A of this document.
Component	No Change.	Required.	1024 character limit.	Indicates the bureau or sub-agency of your parent agency that occupies or owns the data center.
Data Center ID	Changed, but pre-populated.	Required if Record Status is “existing”. Optional otherwise.	Format must be DCOI-DC-####.	The unique row/record identifier generated by DataPoint. Leave blank for all new data centers.
Agency Data Center ID	No Change.	Optional.	This field is pre-populated with the Data Center ID from Salesforce.	Indicates an alternative identifier that your agency uses to refer to this data center.
Data Center Name	No Change.	Required. For any given quarter, the Data Center Name must be unique within the component.	255 character limit.	Indicates an alternative identifier that your agency uses to refer to this data center.
Published Name	No Change.	Optional.	255 character limit.	Indicates an alternative name by which the agency might associate the data center in Data.gov or elsewhere.
Record Status	No Change.	Required. Must be “new” for any data center that has never been reported before, or “existing” otherwise.	“new” or “existing”.	Indicates whether the data center record is new (i.e. “new”) this quarter or has been reported in a prior quarter (i.e. “existing”).
Record Validity	Changed, but pre-populated.	Required. Cannot be “Future Facility” if Record Status is “new”. Cannot change from “Invalid Facility” to “Valid Facility” over time. If Closing Stage is “closed,” Record Validity cannot be “Invalid Facility”.	“Invalid Facility” or “Valid Facility”. “Invalid Facility” replaces all instances of “Invalid Facility” OR “Duplicate record”. “Valid Facility” replaces all other previous entries.	Indicates whether that record in your agency’s data is valid or invalid.
Ownership Type	No Change.	Required when Record Validity is NOT “Invalid Facility”. Optional otherwise.	“Agency Owned”, “Colocation”, “Outsourcing”, or “Using Cloud Provider”.	Indicates what your agency’s ownership position is in relation to the data center.

If “Using Cloud Provider”,
then **Data Center Tier** must
be “Using Cloud Provider”.

Street Address	No Change.	Optional.	1024 character limit.	
Street Address 2	No Change.	Optional.	1024 character limit.	
City	No Change.	Optional.	100 character limit.	
State	No Change.	Optional.	Two letter state code.	
Zip Code	No Change.	Optional.	Standard 5 digit zip code or a “zip+4” zip code. Example “08223” or “08223-5372”.	
Country	No Change.	Optional.	“U.S.” or “Outside U.S.”	Indicates whether the data center is located within the United States or elsewhere.
Gross Floor Area	No Change.	Required if Record Validity is NOT “Invalid Facility” and Ownership Type is “Agency Owned”. Optional otherwise.	Integer value greater than or equal to 0. Can only equal 0 if Ownership Type is “Using Cloud Provider”, or if Record Validity is “Invalid Facility”.	Indicates the total square footage of the facility available for IT equipment. <i>If the facility is an inter-agency shared services provider, indicate the TOTAL square footage of the facility, regardless of which agency is utilizing the space.</i>
Total Customer Floor Area	No Change.	Optional.	Must be greater than or equal to 0.	Prospective Inter-Agency Shared Services Providers may use this field to indicate the amount of square footage reported in Gross Floor Area that is occupied by tenants not in your agency.
Annual Cost per Sq Ft	No Change.	Optional.	Dollar value between 0 and 800,000. Do not include \$ sign. Example “138.25”.	Indicates the cost per year, per square foot of maintaining the data center.
Data Center Tier	No Change.	Required when Record Validity is NOT “Invalid Facility”. Optional otherwise. If “Using Cloud Provider,” Ownership Type must be “Using Cloud Provider”.	“Other Room/Lab”, “Server Room/Closet”, “Tier 1”, “Tier 2”, “Tier 3”, “Tier 4”, “Unknown”, or “Using Cloud Provider”	Indicates whether the data center is a tiered data center, or is some other, where “Tiered” and “Non-Tiered” match the definitions provided by OMB in the forthcoming DCOI memorandum.
Other Agencies Serviced	No Change.	Optional.	2048 character limit.	List any other agencies that are receiving services at this data center.
Electricity Included in Cost	No Change.	Optional.	“Yes” or “No”.	Indicates whether the electricity is included in the lease cost of the data center. Not applicable to all ownership types.
Electricity Is Metered	Changed. See Definition.	Required if Record Validity is NOT “Invalid Facility” and Ownership Type is “Agency Owned”. Optional otherwise.	“Yes” or “No”.	Indicates if a physical energy meter is operational at the data center and measuring electricity used in support of the data center.
Total Power Capacity	Changed. See Definition.	Optional.	Decimal value greater than 0. Unit is kW.	Indicates the TOTAL power capability of the data center facility, regardless of inter-agency shared services position,

				usually measured at the main breakers. <i>Unit is kW.</i>
Avg Electricity Usage	Changed. See Definition.	Required if Electricity Is Metered is "Yes", Record Validity is NOT "Invalid Facility", Ownership Type is "Agency Owned", & Tier Classification is "Tiered". Optional otherwise.	Decimal value greater than 0. Unit is kW per hour.	Indicates the average power consumed by the data center in kW per hour. This includes power consumed by white space and auxiliary equipment <i>and ALL power consumed by infrastructure owned by a tenant agency. Unit is kW per hour.</i>
Total IT Power Capacity	Changed. See Definition.	Optional.	Decimal value greater than 0. Must be less than or equal to Total Power Capacity . Unit is kW.	Indicates the total power available to the gross floor space in kW. <i>Report the TOTAL COMBINED power capacity for the data center, regardless of whether or not a tenant agency uses some portion of that power. Unit is kW.</i>
Avg IT Electricity Usage	Changed. See Definition.	Required if Electricity Is Metered is "Yes", Record Validity is NOT "Invalid Facility", Ownership Type is "Agency Owned", & Tier Classification is "Tiered". Optional otherwise.	Decimal value greater than 0. Must be less than or equal to Avg Electricity Usage . Unit is kW per hour.	Indicates the average power consumed by the IT equipment in kW per hour. <i>Include ALL IT equipment in this amount, regardless of whether or not a tenant agency owns it. Unit is kW per hour.</i>
Cost Per kWh	No Change.	Optional.	Decimal value greater than 0. Unit is dollars per kWh.	Indicates the cost per kW per hour of electricity used by the data center. <i>Unit is dollars per kWh.</i>
Automated Monitoring	New.	Required if Record Validity is NOT "Invalid Facility" and Ownership Type is "Agency Owned". Optional otherwise.	"Yes" or "No"	Indicates whether the data center has automated monitoring hardware and/or software fully installed on all physical servers.
Server Utilization	New.	Required if Automated Monitoring is "Yes". Optional otherwise.	Decimal value between 0.00 and 1.00 representing 0% - 100% utilization.	Indicates the average percentage of time the agency's physical servers are busy (measured as 1 – percent of time spent idle), as measured directly by continuous, automated monitoring. Values should be collected continuously and reported as a quarterly average of all recordings.
FTE	Changed. See Definition.	Required if Record Validity is NOT "Invalid Facility" and Ownership Type is "Agency Owned". Optional otherwise.	Decimal value greater than or equal to 0.	Indicates the number of full-time-equivalents (contractors or federal staff) IN YOUR AGENCY associated with the operations and maintenance of the data center at or below the operating system level. <i>Do not report tenant agency FTEs if this location is an Inter-Agency Shared Services Provider. Do not report provider agency's</i>

<i>FTEs if this is an Inter-Agency Shared Services Tenant.</i>				
FTE Cost	Changed. See Definition.	Optional.	Dollar value greater than 0. Do not include \$ sign. Example "102300.25".	Indicates the cost, in dollars, of the full-time-equivalents (contractors or federal staff) IN YOUR AGENCY necessary for the operations and maintenance of the data center at or below the operating system level. <i>Do not report tenant agency FTEs if this location is an Inter-Agency Shared Service Data Center Provider. Do not report parent/provider FTEs if this is an Inter-Agency Shared Services Tenant.</i>
Rack Count	Changed. See Definition.	Required if Record Validity is NOT "Invalid Facility" and Ownership Type is "Agency Owned". Optional otherwise.	Integer greater than or equal to 0.	Indicates the total number of racks that are in the data center. <i>Report ALL racks in the facility, regardless of whether or not a tenant agency owns them.</i>
Total Mainframes	New, but pre-populated.	Required if Record Validity is NOT "Invalid Facility" and Ownership Type is "Agency Owned". Optional otherwise.	Integer greater than or equal to 0. Adds together values previously found in Total IBM Mainframes and Total Other Mainframes columns.	<i>Report ALL mainframes (including IBM and any other kind of mainframe) in the facility, regardless of whether or not a tenant agency owns them.</i>
Total Windows Servers	No Change.	Required if Record Validity is NOT "Invalid Facility" and Ownership Type is "Agency Owned". Optional otherwise.	Integer greater than or equal to 0.	Indicates the number of servers with a Windows-based OS loaded directly on the server. If using blade servers with one OS per blade, each blade should be counted as one server. <i>Report ALL Windows servers in the facility, regardless of whether or not a tenant agency owns them.</i>
Total HPC Cluster Nodes	No Change.	Required if Record Validity is NOT "Invalid Facility" and Ownership Type is "Agency Owned". Optional otherwise.	Integer greater than or equal to 0.	Indicates the total number of HPC (High Performance Computing) Cluster Nodes, not including HPC Cluster Nodes as virtual hosts. <i>Report ALL HPC cluster nodes in the facility, regardless of whether or not a tenant agency owns them.</i>
Total Other Servers	New, but pre-populated.	Required if Record Validity is NOT "Invalid Facility" and Ownership Type is "Agency Owned". Optional otherwise.	Integer greater than or equal to 0. Equal to the sum of values previously found in Total Linux Servers , Total Unix Servers , and Other Servers columns.	Indicates the total number of servers that cannot be classified as Windows servers or HPC nodes (including Linux, Unix, and all other server types). <i>Report all such servers in the facility, regardless of whether or not a tenant agency owns them.</i>
Total Virtual Hosts	No Change.	Required if Record Validity is NOT "Invalid Facility" and Ownership Type is "Agency Owned". Optional otherwise.	Integer greater than or equal to 0.	Indicates the total number of physical servers dedicated to providing a virtualization layer to guest operating systems. Do not include HPC Cluster Nodes.

<i>Report ALL virtual hosts in the facility, regardless of whether or not a tenant agency owns them.</i>				
Total Virtual OS	No Change.	Required if Record Validity is NOT "Invalid Facility" and Ownership Type is "Agency Owned". Optional otherwise.	Integer greater than or equal to 0.	Indicates the total virtualized operating systems residing on virtual hosts. This may NOT include VDI (Virtual Desktops). <i>Report ALL virtual OS in the facility, regardless of whether or not a tenant agency owns/uses them.</i>
Total Storage	No Change.	Optional.	Decimal number.	Indicates the total network storage in TB available. <i>Report the COMBINED total storage of the facility, regardless of whether the infrastructure is owned by a tenant agency.</i>
Used Storage	No Change.	Optional.	Decimal number. Must be less than or equal to Total Storage .	Indicates the total network storage used in TB. <i>Report ALL storage used, regardless of whether the user is a provider, customer, or neither.</i>
Core Classification	Changed.	Optional.	"Core", "NonCore".	Indicates whether the data center is a core or noncore data center, per March 19, 2012 OMB Memorandum "Implementation Guidance for the Federal Data Center Consolidation Initiative (FDCCI)". See FAQ #1 for more information.
Closing Stage	No Change.	Required.	"Application Mapping", "Closed", "Considering", "Equipment Removal", "Inventory", "Migration Execution", "Migration Planning", or "Not closing".	Indicates whether the data center is closed, not closing, or in some other phase of the closing process as categorized by the values allowed.
Closing Fiscal Year	No Change.	Required if Closing Stage is NOT "Not Closing" or "Considering". Also a required field if a Closing Quarter is provided. Optional otherwise.	Year from 2010 to 2019.	Indicates the fiscal year during which the data center is anticipated to be fully closed, as defined in forthcoming DCOI memorandum.
Closing Quarter	No Change.	Required if Closing Stage is NOT "Not Closing" or "Considering", or if a Closing Fiscal Year is provided. Optional otherwise.	"Q1", "Q2", "Q3", or "Q4".	Indicates the quarter within the aforementioned fiscal year during which the data center is anticipated to be fully closed, as defined in forthcoming DCOI memorandum.

Calculated Fields NOT to be Included in Agency Upload:

Tier Classification	Calculated by OMB.	Calculated by OMB.	"Non-Tiered", "Tiered", or "Using Cloud Provider".	Equals "Using Cloud Provider" if Ownership Type is "Using Cloud Provider" or if Record Validity is "Invalid Facility". Equals "Tiered" if Data Center Tier is Tier 1 – 4. Equals "Non-Tiered" if
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				Data Center Tier is "Server Room/Closet", "Unknown", or "Other Room/Lab". If "Tiered" in the prior quarter, cannot be changed to "Non-Tiered".
Floor Area Classification	Calculated by OMB.	Calculated by OMB.	"<100 sq ft.", "< 250 sq.ft.", "< 500 sq.ft.", "< 5000 sq.ft.", or ">= 5000 sq. ft.".	Groups data centers based on the value in Gross Floor Area
Watts per Sq Ft	Calculated by OMB.	Calculated by OMB.	Decimal number.	(Total IT Power Capacity *1000) / Gross Floor Area
PUE	Calculated by OMB.	Calculated by OMB.	Decimal number greater than 1.	Avg Electricity Usage / Avg IT Electricity Usage
Total (Physical) Server Count	Calculated by OMB.	Calculated by OMB.	Integer.	Total Mainframes + Total Windows Servers + Total Other Servers
Total OS Count	Calculated by OMB.	Calculated by OMB.	Integer.	Total Server Count + Total HPC Cluster Nodes + Total Virtual OS
Storage Utilization	Calculated by OMB.	Calculated by OMB.	Decimal number.	(Used Storage / Total Storage) *100
Closing Target Date	Calculated by OMB.	Calculated by OMB.	Text, "Q#/YYYY".	Combines Closing Quarter and Closing Fiscal Year
Fields To Be Added in Future Quarter:				
Inter-Agency Shared Services Position	To Be Added In Future Quarter.	To Be Added In Future Quarter.	"Provider", "Tenant", or "None".	To Be Added In Future Quarter. See FAQ # 2 in Appendix D.
ISS Provider	To Be Added In Future Quarter.	To Be Added In Future Quarter.	DCOI-ID-#####.	To Be Added In Future Quarter. See FAQ # 2 in Appendix D.

Deleted Fields

In order to reduce agency reporting burden and in recognition that some new fields accomplish the same intent as some older fields, the following data fields collected prior to Q2 2016 have been removed:

Office Name

Legacy Data Center ID

Province

Providing Services

Colocation Provider

Colocation Provider Type

Agency-Only Provider

Government-Wide Provider

Percent Services Paid by Other Agencies

Total IBM Mainframes

Total Other Mainframes

Total Unix Servers

Total Linux Servers

Other Servers

Non-Core Sub-Category

Total Floor Area Eliminated or Repurposed

Total Decommissioned Physical Servers

Total Servers Moved to Other Data Center

Overall FTE Reduction

Real Property Disposition

Real Property Disposition Date