

Army Regulation 415–32

Construction

**Engineer
Troop Unit
Construction
in Connection
with Training
Activities**

**Headquarters
Department of the Army
Washington, DC
18 June 2018**

UNCLASSIFIED

SUMMARY of CHANGE

AR 415-32

Engineer Troop Unit Construction in Connection with Training Activities

This major revision, dated 18 June 2018—

- o Updates the title of the Assistant Secretary of the Army for Installations, Logistics and Environment to the Assistant Secretary of the Army for Installations, Energy and Environment (para 1-9).
- o Introduces the Installation Management Command to the Assistant Chief of Staff for Installation Management structure (para 1-16).
- o Adds additional responsibilities to Army service component commands when a project is executed in their area of operation (para 1-17).
- o Prescribes documents necessary for project closeout and turnover (para 1-17*o*).
- o Introduces the garrison Directorate of Plans, Training, Mobilization and Security (para 1-19*a*(4)(*d*)).
- o Introduces the garrison and regional support command directorate of public works (para 1-19*c*).
- o Introduces responsibilities of the executing engineer unit commander (para 1-19*c*(4)).
- o Removes references to statutory dollar thresholds and incorporates by reference those established regulations that govern project cost thresholds (para 2-5).
- o Details land use and operational control requirements prior to construction (para 3-4*b*).
- o Removes references to “de minimis humanitarian and civic assistance” in favor of the new nomenclature in Department of Defense instruction 2205.02 (para 3-6).
- o Changes “Domestic Action Projects” to “Innovative Readiness Training” (para C-1).

Effective 18 July 2018

Construction

Engineer Troop Unit Construction in Connection with Training Activities

By Order of the Secretary of the Army:

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General, United States Army
Chief of Staff

Official:



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History. This publication is a major revision.

Summary. This regulation identifies the roles and responsibilities of the U.S. Army Installation Management Command. It clarifies and expands the responsibilities for those Army service component commands with units habitually assigned to them.

Applicability. This regulation applies to the Active Army, the Army National Guard/Army National Guard of the United States, and the U.S. Army Reserve. It also

applies to the Army service component commanders of combatant commands.

Proponent and exception authority.

The proponent of this regulation is The Office of the Chief of Engineers. The proponent has the authority to approve exceptions or waivers to this regulation that are consistent with controlling law and regulations. The proponent may delegate this approval authority, in writing, to a division chief within the proponent agency or its direct reporting unit or field operating agency, in the grade of colonel or the civilian equivalent. Activities may request a waiver to this regulation by providing justification that includes a full analysis of the expected benefits and must include formal review by the activity's senior legal officer. All waiver requests will be endorsed by the commander or senior leader of the requesting activity and forwarded through their higher headquarters to the policy proponent. Refer to AR 25–30 for specific guidance.

Army internal control process. This regulation contains internal control provisions in accordance with AR 11–2 and

identifies key internal controls that must be evaluated (see appendix D).

Supplementation. Supplementation of this regulation and establishment of agency, command, and installation forms are prohibited without prior approval from Headquarters, Department of the Army, Office of the Chief of Engineers, Pentagon (DAEN–ZC), 2600 Army Pentagon, Washington, DC 20310–2600.

Suggested improvements. Users are invited to send comments and suggested improvements on DA Form 2028 (Recommended Changes to Publications and Blank Forms) directly to Headquarters, Department of the Army, Office of the Chief of Engineers (DAEN–ZC), 2600 Army Pentagon, Washington, DC 20310–2600.

Distribution. This regulation is available in electronic media only and is intended for the Regular Army, the Army National Guard/Army National Guard of the United States, and the U.S. Army Reserve.

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*This regulation supersedes AR 415-32, dated 15 April 1998.

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Chapter 1

Introduction

Section I

General

1–1. Purpose

This regulation prescribes policies and responsibilities for Department of the Army (DA) military construction (MILCON) and construction, maintenance, and repair (CMR) projects accomplished by engineer troop units in connection with training activities. CMR activities are differentiated according to their location and the method of funding. Maintenance is defined as work required to preserve and maintain a real property facility in such condition that it may be used effectively for its designated functional purpose. Maintenance includes work done to prevent damage which would be more costly to restore than to prevent, as well as work to sustain components. Examples include renewal of disposable filters, painting, caulking, refastening loose siding, and sealing bituminous pavements. Repair is defined as restoration of a real property facility to such condition that it may be used effectively for its designated functional purpose. Correction of deficiencies in failed or failing components of existing facilities or systems to meet current Army standards and codes where such work, for reasons of economy, should be done concurrently with restoration of failed or failing components. A utility system or component may be considered “failing” if it is energy inefficient or technologically obsolete. Only operation and maintenance (O&M) funds can be used for maintenance or repair projects.

1–2. References

See appendix A.

1–3. Explanation of abbreviations and terms

See the glossary.

1–4. Responsibilities

See section II of this chapter.

1–5. Objectives

- a.* The Army’s training goal is to develop a combat ready force capable of decisive victory in combat.
- b.* The objectives of engineer training are to:
 - (1) Provide units with training missions similar to those they must accomplish in time of war.
 - (2) Ensure individual and unit skills are sustained in a realistic setting.
 - (3) Ensure engineer troop units conduct mission oriented training with the units they support.
 - (4) Ensure operational readiness and deployability of engineer troop units.

1–6. Engineer troop unit training considerations

The constructive or destructive nature of engineer functions present a challenge to commanders involved in the training of Army engineers. Complex factors and regional considerations may limit or may enable effective training of engineer units. Refer to appendix B for an explanation of activities to be considered in order to achieve the training objectives contained in paragraph 1–4 of this regulation. Before agreeing to execute a project, due consideration should be given to the unit’s capabilities as compared to the complexity of the project.

Section II

Responsibilities

1–7. Secretary of the Army

The SECARMY will—

- a.* Program and budget for humanitarian and civic assistance (HCA) activities (other than de minimis HCA) conducted by combatant commands (COCOMs) for which the SA serves as executive agent.
- b.* Review and recommend to the Under Secretary of Defense for Policy changes, as appropriate, to HCA activities (other than de minimis HCA) proposed by the COCOM to ensure that those activities enhance the specific operational readiness skills of U.S. military personnel who participate in such activities.

c. Coordinate with the COCOMs supported by the SECARMY, pursuant to DODD 5100.03, in the preparation of COCOM submitted HCA mid-year and end-of-year status reports.

1–8. Assistant Secretary of the Army for Financial Management and Comptroller

The ASA (FM&C) will control MILCON appropriation funds and manage the Army budget.

1–9. Assistant Secretary of the Army for Installations, Energy and Environment

The ASA (IE&E) will provide overall policy and program direction for Army construction programs.

1–10. Chief, National Guard Bureau

The CNGB will—

- a. Execute day-to-day MILCON Planning, Programming, Budgeting, and Executing System (PPBES) responsibilities.
- b. Issue the CNGB annual guidance and delegation authority to the NGB for modifying any statutory and financial limitations on CMR projects.
- c. Monitor Army National Guard engineer units accomplishing troop training construction projects.
- d. Provide advice and assistance to Headquarters, Department of the Army (HQDA), G–3/5/7 and the Chief of Engineers (COE), as required.

1–11. Deputy Chief of Staff for Operations and Plans, G–3/5/7

The DCS G–3/5/7, as manager of Army unit participation in military exercises, will—

- a. Develop and execute DA policy governing exercises consistent with this regulation, as well as AR 350–28.
- b. Plan, program, budget, schedule, and coordinate Army participation in exercises.
- c. Coordinate technical monitoring of the engineer activities connected with military exercises with the Assistant Chief of Staff for Installation Management (ACSIM).
- d. Co-chair the MILCON integrated process team (IPT) with ACSIM.

1–12. Chief, Army Reserve

The CAR will—

- a. Execute day-to-day MILCON PPBES responsibilities.
- b. Issue the CAR annual guidance and delegation authority to the USAR command for modifying any statutory and financial limitations on CMR projects.
- c. Monitor Army Reserve engineer units accomplishing troop training construction projects.
- d. Provide advice and assistance to HQDA G–3/5/7 and the COE, as required.

1–13. Chief of Engineers

The COE will—

- a. Monitor engineer troop activity worldwide and provide guidance and assistance to other members of the Army staff and commands in matters relating to engineer involvement in exercises.
- b. Provide guidance and monitor U.S. Army engineer participation in the Chairman of the Joint Chiefs of Staff (CJCS) directed or coordinated exercises.
- c. Provide guidance on project scope and cost.
- d. Provide guidance on the technical aspects of the engineer activity connected with exercises.
- e. Monitor CJCS Congressional notifications involving Army engineer participation in CJCS directed or coordinated exercises.
- f. Monitor exercise planning and execution to ensure adherence to scope and funding definitions as prescribed in this regulation.

1–14. Assistant Chief of Staff for Installation Management

The ACSIM will—

- a. Execute day-to-day MILCON PPBES responsibilities.
- b. Provide annual guidance and delegation authority modifying any statutory and financial limitations on CMR projects.
- c. Prepare MILCON guidance for inclusion in The Army Plan (TAP).
- d. As co-chair of the MILCON IPT, review and evaluate program submissions for compliance with DA policy, priorities, and guidance in coordination with the HQDA facility proponent.

- e.* Provide release authority to the U. S. Army Corps of Engineers (USACE) for design and construction of MILCON other than Military Construction, Defense Medical projects, after Deputy Assistant Secretary of the Army, Installation and Housing.
- f.* Prepare and present military construction, Army (MCA) and Army family housing programs and budget estimates to the Office of the Secretary of Defense (OSD), Office of Management and Budget, and the Congress, as Army program manager.
- g.* Exercise management oversight of the Installation Management Command (IMCOM).
- h.* Exercise management oversight of other installation land holders (that is, Army Materiel Command).
- i.* Ensure all members of the MILCON IPT are kept informed on the status of MILCON programming and budgeting activities and they participate in program development.
- j.* Ensure submitted projects are in compliance with environmental laws and regulations.
- k.* Ensure project approval delegation memos are completed in accordance with current statutory regulations and authorities.

1–15. Commanders of Army Commands

Commanders of ACOMs will—

- a.* Plan and conduct engineer aspects of training exercises to comply with provisions of this regulation for project scope, cost, qualification, prohibitions, and limitations.
- b.* Ensure exercise activities enhance critical individual and unit skills.
- c.* Provide guidance and monitor compliance with project documentation procedures set forth in this regulation.
- d.* Provide adequate command and control for exercising units.
- e.* Enhance the training value derived from the regionally aligned force (RAF) concept whenever possible.
- f.* Monitor exercises and develop corrective actions to systemic problems.
- g.* Coordinate with commanders of USACE divisions, IMCOM regions, and State Forces Headquarters, as appropriate, for the selection of suitable projects for accomplishment by engineer troop units. Particular emphasis should be given to those locations without a habitual relationship with a unit (that is, remote locations or installations without assigned units).
- h.* Publish directives assigning the design and construction of MILCON funded military construction projects to engineer troop units when those projects have been selected for troop construction. Distribution of directives will include ACSIM, Headquarters, U.S. Army Corps of Engineers (HQUSACE), the appropriate USACE division and district commanders and the installation land holder.
- i.* Maintain engineer troop units at strengths consistent with the assigned MILCON funded construction mission.
- j.* Provide government furnished equipment (GFE) and services through the appropriate installation operation O&M, Army account for MILCON projects as follows:
 - (1) Class I supplies.
 - (2) Table of organization and equipment (TOE) and table of distribution and allowances (TDA) equipment and expendables.
 - (3) Supplementary equipment required for the project and available through Army supply channels.
 - (4) Petroleum, oil, and lubricants (POL) other than that expended in construction of the project.
 - (5) Class IX repair parts for troop military equipment and vehicles.
 - (6) Direct support for all troop equipment.
- k.* Continue normal command responsibilities over engineer troop units engaged in MILCON projects.

1–16. Commander, U.S. Army Installation Management Command

The Commander, IMCOM will—

- a.* Provide centralized planning, supplemental guidance, and synchronized support to the garrisons for the efficient execution of the troop construction program.
- b.* Issue the annual guidance and delegation authority to the garrisons for modifying any statutory and financial limitations on CMR project statutory cost limitation.
- c.* Coordinate with the USACE districts, ACOMs, Army service component commands (ASCCs), and National Guard State Forces Headquarters, as appropriate, to announce available training opportunities at installations without assigned engineer units.
- d.* Provide guidance to the garrisons on project scope, management, documentation, control, and acceptance.
- e.* Provide guidance on project management and selection on installations without a habitual relationship with an engineer unit.
- f.* Provide guidance to garrisons and ASCCs regarding projects which require transition from O&M funding to MCA funding.

1–17. Commanders of Army Service Component Commands

Commanders of ASCCs will—

- a.* Actively participate in selecting, planning for, and executing engineer training projects that satisfy the requirements of this regulation.
- b.* Assist the combatant command in preparation of planned engineer activity notifications.
- c.* Plan and conduct engineer aspects of training exercises to comply with provisions of this regulation for project scope, cost, qualification, prohibitions, and limitations.
- d.* Ensure exercise activities enhance critical individual and unit skills.
- e.* Provide guidance and monitor compliance with project documentation procedures set forth in this regulation.
- f.* Provide adequate command and control for exercising units.
- g.* Enhance the training value derived from the RAF concept whenever possible.
- h.* Monitor exercises and develop corrective actions to systemic problems.
- i.* Coordinate with commanders of USACE divisions, IMCOM regions, and State Forces Headquarters, as appropriate, for the selection of suitable projects for accomplishment by engineer troop units. Particular emphasis should be given to those locations without a habitual relationship with a unit (that is, remote locations or installations without assigned units).
- j.* Publish directives assigning the design and construction of MILCON funded MILCON projects to engineer troop units when those projects have been selected for troop construction. Distribution of directives will include ACSIM, IMCOM, and associated garrisons, HQUSACE, and appropriate USACE division and district commanders.
- k.* Maintain engineer troop units at strengths consistent with the assigned MILCON funded construction mission.
- l.* Provide HCA and services through the appropriate installation O&M account for MILCON projects as follows:
 - (1) Class I supplies.
 - (2) TOE and TDA equipment and expendables.
 - (3) Supplementary equipment required for the project and available through Army supply channels.
 - (4) POL other than that expended in construction of the project.
 - (5) Class IX repair parts for troop military equipment and vehicles.
 - (6) Direct support for all troop equipment.
- m.* Continue normal command responsibilities over engineer troop units engaged in MILCON projects as prescribed for other engineer units.
- n.* Maintain project documentation as set forth in this regulation.
- o.* Ensure troop units complete the following, as applicable, for project turnover and closeout:
 - (1) DD Form 1354 (Transfer and Acceptance of DOD Real Property) in accordance with United Facilities Criteria (UFC) 1–300–08.
 - (2) Marked up as-built drawings, sketches, and shop drawings.
 - (3) Material and supplier information and points-of-contact.
 - (4) Manufacturer warranty information and points-of-contact.
 - (5) Key and equipment installation listing.
 - (6) Environmental baseline survey.

1–18. Commander, U.S. Army Corps of Engineers

The Commander, USACE will execute the Army MILCON program and selected O&M projects through divisions and districts.

- a.* USACE Division Commanders will—
 - (1) Identify potential MILCON projects, funded with MCA, military construction, Army Reserve, military construction, National Guard, or Unspecified Minor Military Construction, Army (UMMCA), Army funds, suitable for design or construction training of engineer troop units.
 - (2) Coordinate the identification, selection, and completion dates of projects with the appropriate ACOM or ASCC, as appropriate, commander.
 - (3) Designate the USACE district commander to provide technical supervision, inspection, and guidance to engineer troop units accomplishing projects controlled by USACE division commanders.
 - (4) Issue guidance to USACE district commanders defining the scope of work for projects.
 - (5) Provide guidance to garrisons and ASCCs regarding projects which require transition from O&M funding to MCA funding.
- b.* USACE district commanders, for projects assigned to their control, will—
 - (1) Provide oversight and guidance during execution of assigned projects.
 - (2) Track funds appropriated for assigned projects.

(3) Execute the MCA funded Military Construction Program (Section 2801, Title 10, United States Code (10 USC 2801) and AR 420–1) to include design and construction of facilities for DA and such work pertaining to construction for the other services as may be assigned or agreed upon.

(4) Designate a resident engineer organization, or other suitable means to provide technical supervision and inspection, technical guidance, and required logistical support for projects.

(5) Perform public relation functions, when required.

(6) For MILCON funded projects, furnish the following additional items or services to the participating engineer troop units.

(a) Materials to be expended on, or incorporated in the construction project.

(b) POL for vehicles and equipment used in the construction of the project.

(c) Local purchase of supplementary equipment to prevent costly delays to the project.

(d) Contractor maintenance for commercially procured supplementary equipment. Ordinarily, such support will not be available for use on troop equipment and vehicles, unless costly delays to the project are imminent and can only be avoided by such support.

(7) Determine the best method for procurement (for example, Army stocks, rental, or local purchase) and disposal of supplementary equipment required for projects.

(8) Manage funds for the following:

(a) Rental or local purchase of supplementary equipment.

(b) Costs for procurement of Class IV equipment through military supply channels.

(c) Repair parts for commercial vehicles or equipment procured for and used on the project.

(d) Temporary duty (TDY) expenses incurred in connection with the project.

(e) Technical service fees charged by civilian technicians assisting engineer troop units in construction or installation of specialized facilities.

(9) Prepare, in coordination with the unit commander, current working estimates.

(10) Establish and maintain cost and progress records and submit reports as required by USACE.

1–19. Garrison commanders

a. Garrison commanders will—

(1) Provide logistical support to engineer troop units as requested by the ACOM or ASCC commander, as appropriate, including storage space for materials issued to the unit for the project.

(2) Retain project approval authority as established in ACSIM delegation of authority memorandums.

(3) Submit engineer training opportunities to the IMCOM region in instances where an engineer unit is not locally assigned or available.

(4) Advise the commander of the engineer troop unit selected to execute a project to:

(a) Establish and maintain close liaison with either the USACE district commander or the garrison Director of Public Works (DPW) depending on project funding and as appropriate.

(b) Coordinate with either the USACE district commander or the garrison DPW on the preparation of current plans, specifications, schedules, and estimates in accordance with current Army criteria and standards.

(c) Submit a listing of supplementary equipment (over and above troop allowances) required for the project to the USACE district commander or DPW as appropriate.

(d) Submit requests for life and logistics support and non-project training requirements to the garrison Director of Plans, Training, Mobilization, and Security (DPTMS).

b. Commanders of executing engineer units will—

(1) Retain command and control of their unit at all times.

(2) Identify training requirements as soon as possible.

(3) Establish and maintain close liaison with either the USACE district commander or the DPW, as appropriate.

(4) Attend annual installation planning boards and DPW Work Order Review Boards, as required to maintain situational awareness.

(5) Coordinate with higher headquarters and requesting agencies for suitable project selection.

(6) Coordinate with either the USACE district commander or the garrison DPW on the preparation of plans, specifications, schedules and estimates meeting current design criteria and standards.

(7) Submit a listing of supplementary equipment (over and above troop allowances) required for the project to the USACE district commander or DPW as appropriate.

(8) Execute and complete the project in the agreed-to time at the agreed-to quality.

(9) Submit requests for life and logistics support and non-project training requirements to the garrison DPTMS.

(10) Submit required closeout documents.

(11) Prepare and complete a memorandum of agreement (MOA) with the DPW, outlining roles, responsibilities, expectations, and desired outcomes.

c. The garrison and regional support command (RSC) directorates of public works will—

(1) Manage the O&M real property maintenance account in accordance with AR 420–1 and annual delegations-of-authority.

(2) Coordinate all aspects of the unit's project completion to include project approvals in accordance with AR 420–1.

(3) Identify minor CMR projects suitable for design or construction training by engineer troop units.

(4) Coordinate the identification, selection, and completion dates of projects with the appropriate supporting engineer unit commander and their higher headquarters.

(5) Designate in writing an appropriate office within the DPW to provide technical supervision, inspection, and guidance to engineer troop units accomplishing projects controlled by the garrison.

(6) Invite unit representatives of the supporting engineer unit to work order review board meetings, annual work plan, and installation planning meetings.

(7) Provide guidance to unit commanders defining the scope of work for projects, procedures for obtaining materials, and supplies and requirements for project closeout and turnover.

(8) Ensure DA Form 4283 (Facility Engineer Work Request) and the project documentation folders are developed, maintained, and completed.

(9) Ensure environmental surveys and appropriate National Environmental Policy Act analysis are completed and necessary permits are obtained.

(10) For O&M projects, furnish the following additional items or services to the participating engineer troop units.

(a) Materials to be expended on, or incorporated in, the construction project.

(b) POL for vehicles and equipment used in the construction of the project.

(c) Local purchase of supplementary equipment to prevent costly delays to the project.

(d) Contractor maintenance for commercially procured supplementary equipment (ordinarily such support will not be available for use on troop equipment and vehicles unless costly delays to the project are imminent and can only be avoided by such support).

(11) Determine the best method for procurement (that is, Army stocks, rental, or local purchase) and disposal of supplementary equipment required for projects.

(12) Manage funds for the following:

(a) Rental or local purchase of supplementary equipment.

(b) Costs for procurement of Class IV equipment through military supply channels.

(c) Repair parts for commercial vehicles or equipment procured for and used on the project.

(d) TDY expenses incurred in connection with the project.

(e) Technical service fees charged by civilian technicians assisting engineer troop units in construction or installation of specialized facilities.

(13) Accept the completed project from the unit at the final turnover.

(14) Prepare and complete a MOA with the executing unit outlining roles, responsibilities, expectations, and desired outcomes.

d. The garrison Directorates of Plans, Training, Mobilization and Security will—

(1) Establish local policies and procedures for the reception, staging, feeding, bedding, and release of training units.

(2) Provide training oversight and guidance during execution of projects.

(3) Provide training evaluation and support as requested.

(4) Serve as the garrison point of contact for non-project related logistical support.

(5) Coordinate for senior leader visits and unit recognition.

(6) Coordinate all aspects of the unit's duration stay not directly associated with project execution.

Chapter 2

Military Construction, Army and Operation and Maintenance, Army funded engineer troop unit projects

2–1. General

a. This chapter establishes procedures for processing, costing, and monitoring the performance of MILCON and O&M funded, non-deployment, training exercise CMR activities performed by troop labor. The chapter complements those directives and guidelines already established in AR 420–1, DA Pam 420–11, and the delegation-of authority memorandums published periodically.

b. Army guidance provides that no Department of Defense (DOD) funds be used to support domestic action projects for non-DOD organizations or activities, unless specifically appropriated for that purpose or support is incidental to a legitimate DOD mission such as training (see appendix C).

c. Before selecting a project for completion by troop units, due consideration should be given to the unit's capabilities as compared to the complexity of the project. Projects of a highly complex nature, difficult installation methods, manufacturer restrictions, or warranty implications may not be appropriate for troop execution.

d. Logistical support will be provided as follows:

(1) ACOM or ASCC commanders, as appropriate, will program for and provide engineer troop units with all classes of supplies and equipment available through military channels, except for those items to be expended on, or incorporated into projects.

(2) Depending on the source of funds and the project approval level, either USACE district commanders or the garrison will procure the excepted items per the applicable paragraphs in this regulation.

2-2. Military Construction funded training exercises

a. General.

(1) To provide opportunities for training, engineer troop units will be employed per this regulation and AR 420-1, in the design and execution of MILCON projects to the extent consistent with DOD policies regarding the use of troops and the proper execution of MILCON programs. Conflicts between the training opportunity and facility requirements will be resolved prior to assignment of a construction project to an engineer troop unit.

(2) When MILCON projects are assigned to an engineer troop unit, they must be considered a mission of the appropriate ACOM or ASCC and installation commander and the primary mission of the unit duration of the project. Engineer troop units will not be used to complete or construct MILCON projects beyond the approved scope of projects authorized by Congress and documented on the approved DD Form 1391 (Military Construction Project Data) (see AR 420-1).

b. *MILCON funded project joint agreement.* When an Army engineer troop unit is assigned a MILCON project in support of another military service, a joint agreement will be negotiated between the ACOM or ASCC commander in whose area the proposed project is sited and the appropriate commander of the military service funding the project, in coordination with the appropriate USACE division commander. This agreement will define the parameters of responsibility for the technical, administrative, and logistical support of the various agencies involved.

c. MILCON funded design projects.

(1) Engineer units may be employed to design MILCON projects constructed by civilian contract, engineer troop units, or a combination thereof. Design projects assigned to engineer troop units may include reconnaissance, sites and topographic surveys, field tests, preparation of plans and specifications, bills of materials and cost estimates, and other data required (to include other procurement, Army/O&M requirements) for construction. Plans shall meet all current design standards and requirements (that is, Leadership in Energy and Environment Design certification). Planning and design (P&D) activities shall be in accordance with current policies and guidelines associated with MILCON programs (that is, Financial Management Regulation Volume 3, Ch 17).

(2) MILCON design will normally be accomplished by theater engineer commands or engineer brigades under the supervision of the appropriate USACE district commander according to criteria, guides, and standards issued by HQDA. The relationship of the USACE district commander to the engineer troop unit commander will parallel that of the USACE district commander and an architect engineer firm. Projects of this type may be expanded to include construction planning, supervision, inspection (quality control, quality assurance, and site inspection), and compliance testing by qualified personnel during the construction phase.

d. MILCON funded construction projects.

(1) MILCON projects assigned to engineer troop units will be similar to those which the unit will be required to accomplish in a theater of operations (TO), such as initial and temporary levels of construction in accordance with UFC 1-201-01. Troop units can accomplish select and distinct portions of semi-permanent (in accordance with UFC 1-201-01) and permanent construction (in accordance with UFC 1-200-01). The construction of airfields or other projects involving earthwork and paving, erection of TO type buildings, and the installation of exterior and interior utilities are examples of the types of construction training projects. Engineer troop units will maintain construction progress as established in agreement between the unit's higher headquarters and the USACE district commander.

(2) Construction will be performed in accordance with approved plans, specifications, criteria, and standards (to include Center of Standardization Guidelines) issued by the COE and the approved DD Form 1391).

(3) The relationship of the USACE district commander to the engineer troop unit commander during project execution will parallel that of the USACE district commander with a civilian contractor performing construction under a contract involving large quantities of government furnished material, except that the USACE district is responsible for furnishing materials to the construction unit.

e. MILCON funded project selection.

(1) To provide an adequate design or construction training projects for an engineer troop unit, the ACOM or ASCC commander, in consultation with the supporting USACE division commander, will request ACSIM to designate a MILCON project for accomplishment.

(2) ACSIM will select the project to be assigned in coordination with the ACOM or ASCC commander and will normally designate USACE as the executive agent.

(3) The ACOM or ASCC commander and the USACE division commander will reach an agreement regarding the appropriate completion dates, giving due consideration for prescribed and desired training and testing, the predicted strength of the unit, and the required beneficial occupancy date, if any, of the facility.

(4) The ACOM or ASCC commander and the USACE division commander will also reach agreement on the scope of work and duties of the USACE district commander and the engineer troop unit commander.

f. MILCON funded project assignment.

(1) The ACOM or ASCC commander will assign the project, by directive, to the engineer troop unit. The directive will clarify the relationship of the engineer unit and the district. It will identify the USACE district to provide technical direction, supervision of design or construction, and compliance inspection. It will also specify the logistical support to be provided by the ACOM or ASCC commander and the USACE district commander.

(2) Command of the unit will be retained by the parent unit commander.

(3) The project is the mission priority of the assigned unit and will not be accomplished by other units.

2–3. Operation and Maintenance, Army funded training exercises

a. General.

(1) O&M funded projects, which are smaller in scope and include the majority of the troop CMR projects, will be executed in coordination with the DPW, usually on the garrison, or similar organization. Unlike the more formalized MILCON funded construction projects, the smaller troop CMR projects normally do not take priority over other engineer troop unit activities. However, efforts should be made to execute them in a schedule acceptable to both entities.

(2) Continental United States (CONUS) deployments for training to be conducted on CONUS installations are scenario driven deployments from a home station to an installation site to conduct engineer training activities. In these instances, the costs for troop support are funded by General Purposes (Program 2) O&M appropriations. Such exercises may include the conduct of incidental O&M funded MILCON projects in support of the installation.

(3) O&M funded minor MILCON projects will not exceed the statutory limitations established by Congress in 10 USC 2805. If during construction it appears that the funded cost of the project will exceed O&M statutory limits, work will be suspended. The command may then reduce the scope of the project to remain within the O&M statutory limit or request UMMCA. If reducing the scope of the project is not desired, new project documentation will be submitted to HQDA (DAIM–FD) for decision on possible use of UMMCA authorization and funds to complete the project.

b. O&M funded design projects. For engineering design of O&M funded projects, the DPW, as installation coordinator of such engineer troop activities, will determine the design agency (that is, engineer troop unit, DPW, or USACE district). Emphasis will be made to indicate the design activity is also a training exercise for the engineer troop unit.

c. O&M funded MILCON projects. Execution and completion of O&M funded projects will be coordinated with the installation DPW in accordance with this regulation and AR 420–1.

d. O&M funded project selection. The garrison commander or delegated authorized representative will select O&M funded projects for execution in accordance with this regulation.

e. O&M funded project assignment. The garrison or parent unit of the training unit will coordinate with the supporting engineer brigade, supporting USACE District, State Joint Forces Headquarters, IMCOM region or theater engineer command, as appropriate, to assign the project to an engineer unit for execution.

f. Garrison's annual work plan. Plans for the use of troop units should be listed, identified, and included on the garrison's annual work plan and identified as training opportunities.

2–4. Military construction project funding, costing, and accounting

Programming, budgeting, justification, approval, legislative, apportionment, and allotment procedures for MILCON troop construction projects with appropriated costs greater than the levels established by the Office of the Assistant Chief of Staff, Installation Management will remain the same as those used for MILCON projects accomplished by contract. These Army policies and procedures are contained in AR 420–1. For approved MILCON projects accomplished by engineer troop units, the supporting USACE district commander will perform costing and accounting functions. The supporting USACE district commander will also ensure that the constructed work for these troop-accomplished MILCON projects conforms to other existing MILCON policies and procedures, as appropriate.

2–5. Operation and Maintenance project funding, costing, and accounting

The proponent ACOM or ASCC and garrison commander will perform costing and accounting functions for all (operation and maintenance) O&M funded projects executed by the proponent command. The criteria for determining funded and unfunded costs for troop construction of real property facility projects can be found in DA Pam 420–11.

2–6. Labor and public relations

a. Engineer troop unit training in the execution of a project will be accompanied by a labor and public relations program designed to acquaint members of adjacent communities (including representatives of management and labor) with the mission of the local Army commander in troop unit training. Such a program will stress the positive aspects of the training project and will mitigate adverse criticism when the construction program is initiated.

b. In accomplishing this program, representatives of the garrison commander, the USACE district commander, and the engineer troop unit commander will communicate with representatives of management and labor. In the event assistance in carrying out the labor relations task is required, the garrison commander will request assistance from the USACE district commander. All contacts with representatives of labor or management will be made under the supervision of the USACE district commander. The USACE district commander will request assistance through channels should unforeseen problems arise.

c. Information releases concerning personnel of the engineer troop unit and its training on projects will be made by the garrison commander in coordination with the USACE district commander. The release of technical information relative to projects assigned to the engineer troop unit will be made by either the garrison commander or the USACE district commander as appropriate. News items and features on the progress will be coordinated with the public affairs offices and local senior leadership prior to release.

Chapter 3

Troop construction in conjunction with military training exercises conducted outside the United States

3–1. Introduction

This chapter sets forth policies applicable to construction activities undertaken by engineer troop units in connection with military training exercises outside the United States.

3–2. Project development planning

Project development for engineer troop unit activities is based on the long range schedule of exercises. Specific project characteristics are dependent upon the overall scenario and the supporting engineer training activities. Site reconnaissance and the resulting initial estimate of project scope and definition are essential elements of a preliminary budget estimate. Project development planning for engineer troop unit activities follows:

a. For CJCS exercises, the combatant command sponsoring the exercise will develop the master scenario from which the engineer activity is derived.

b. The combatant commander (CCDR) is normally the exercise coordinator. The combatant commands develop and program exercise related construction (ERC) and HCA construction projects with service component and country team inputs.

c. The ASCC and ACOM providing the exercising troops will coordinate the planning, project development, reconnaissance, funding, and logistics elements of the exercise. Unless directed otherwise, the ASCC is the Army exercise coordinator.

d. The ASCC engineer will normally coordinate Army engineer aspects of the exercise.

e. Consolidated guidance regarding project types and funding, cost accounting criteria, and procedures relative to U.S. Army involvement in engineer troop unit construction and exercise activities is described in the following paragraphs.

3–3. Types of exercises occurring outside the United States which may involve construction

Exercises occurring outside the United States, which may involve construction, are Joint Chiefs of Staff (JCS) directed or coordinated exercises. An exercise, which is of interest to the JCS but directed by a combatant commander, is a JCS directed exercise. A JCS coordinated exercise is a minor exercise, the scheduling of which requires coordination by the JCS because it involves the units or forces of more than one Service command or agency. The following types of exercises are JCS directed or coordinated:

a. Joint training exercises—Scenario driven force-on-force deployments that prepare joint forces or joint staffs to respond to strategic, operational, or tactical requirements.

b. Combined training exercises (host nation)—Combined training exercise (host nation) deployments include Cobra Gold or Balikitan type exercises involving primarily engineer and medical units. They differ from the joint training exercises in that the host nation participates in the exercise and contributes materials, fuel, and the costs of project transportation to the exercise. Combined training exercises are undertaken to—

(1) Provide engineer units the opportunity to deploy to remote outside CONUS locations to fulfill annual training requirements. All reserve component deployments are conducted in accordance with the overseas deployment training (ODT) (see AR 350–9).

(2) Expose engineer units to a bare base and austere training environment as well as environment-driven construction techniques.

(3) Enhance the readiness of participating United States and host country units.

(4) Develop a positive image in the host country toward the U.S. Government and its armed forces.

(5) Promote economic infrastructure development within the host country.

(6) Foster military-to-military relationships.

(7) Evaluate logistical sustainment operations.

3–4. Construction during exercises outside the United States

a. During exercises outside the United States, MILCON executed for use by U.S. Forces shall occur on a military installation. “A military installation” is defined as a “base, camp, post, station, yard, center, or other activity under the jurisdiction of the secretary of a military department or, in the case of an activity in a foreign country, under the operational control of the secretary of a military department or the Secretary of Defense (SECDEF), without regard to the duration of operational control” (10 USC 2801(c)(4)).

b. Operational control requirement. For the purpose of this regulation, operational control may be demonstrated by an agreement with the host nation to provide rights of access and egress commensurate with the intended use of the land. The agreement’s access rights provision should evidence the right to exclude others from the property, be permanent or temporary in nature, as set forth in the agreement. In the case of joint use facilities, these access rights may be limited to the purpose and time constraints established to meet the purpose of the land use and required construction activity. Methods of meeting this requirement should be satisfied by a written agreement with an authorized agent of the foreign country (for example, a lease, temporary easement, accommodations consignment agreement, technical arrangement, foreign base rights agreement, diplomatic note, treaty, and so on) or a letter of acknowledgment from the host nation granting operational control to the Army for the purpose of the construction consistent with the ERC requirements of CJCSI 4600.02A.

c. If the project is conducted with a host nation, documentation from the U.S. Embassy country team shall include the following:

(1) Review and approval that the proposed project is viable and consistent with United States policy.

(2) Host nation approval for the project.

(3) Host nation agreement to operational control for the project site and facility or facilities during construction and duration of the exercise.

d. Overseas deployment training.

(1) Construction projects with a cost up to \$1 million, undertaken during Army ODT, instead of JCS directed or coordinated, may be funded from O&M appropriations. A project that costs more than \$1 million the threshold listed in 10 USC 2805(c) will be funded from the unspecified minor MILCON ERC appropriation. ODT project costs include materials, fuel, equipment rental, services, or other contract costs applicable to the project.

(2) If the project beneficiary is a host nation, the host nation or a third party will provide funds for project materials and fuel used directly in the engineer project. Host nation funding may be provided from its own government sources, or in some cases, from the United States or other assistance agencies. Host nation contributions do not apply to the \$1 million new work project ceiling. Other costs for materials and fuel (that is, base camps, administrative and logistical support) are funded by the United States.

(3) Engineer activities undertaken during ODT may be funded by other appropriations through their respective accounts.

e. Consult with legal advisors regarding interpretation of provisions in this paragraph.

3–5. Construction at a United States military installation and its authorized funding sources

a. *Specified Military Construction.* All construction projects costing more than the limits specified in 10 USC 2805 must be specifically authorized by law (10 USC 2802).

b. *Unspecified Minor Military Construction (UMMC).* Within DA there exists an UMMC program for minor MILCON projects. Where there is a continuous United States presence in support of an exercise, UMMC projects include upgrading of existing temporary facilities or provision of low maintenance usable facilities. Money for these UMMC projects is set-

aside within each MILCON appropriation. The Army uses these funds in compliance with statutory requirements in 10 USC 2805.

c. UMMC funded with O&M funds. Subject to statutory limitations of 10 USC 2805, the Army may use O&M funds necessary to carry out an unspecified minor military construction project costing not more than \$1 million. Construction projects using O&M funds generally consist of structures of minor and/or temporary nature. An example of such structures are base camp facilities, to include tent platforms, field latrines, range targets, installed relocatable structures, or any structures which are completely removed at the end of an exercise. Analysis of whether construction is “temporary” should focus on the duration and purpose of a facility’s use by U.S. military forces not on materials used (that is, a brick latrine may meet a temporary need for a latrine facility which affords its occupants some protection from sniper fire).

d. Exercise related construction in conjunction with a Joint Chiefs of Staff exercise.

(1) ERC consists of all enduring improvements and structures constructed in support of JCS directed/coordinated exercises outside the United States. These construction projects are usually base camps which are reused.

(2) Chairman of the Joint Chiefs of Staff Instruction 4600.02A establishes guidelines on ERC projects. Title 10 USC Chapter 169, Subchapter I, sections 2801 and 2805, govern unspecified minor MILCON approval and congressional notification authority. The SECDEF has delegated approval to the Director, Joint Staff (JS). Combatant commands shall account for all ERC costs attributable to each construction project in the final documentation, as outlined below:

(a) Costs of all materials, supplies, and services applicable to the project, including those furnished on a non-reimbursable basis by other military departments and Defense agencies. In addition, all costs authorized by existing law or by sources outside the DOD.

(b) Labor costs, except for U.S. military labor.

(c) Overhead or support costs which can be identified as representing additional costs that would not have been incurred were it not for the project, except for P&D costs.

(d) The following will not be included as attributable ERC project costs. However, they shall be reported on the DD Form 1391 to ensure the project does not exceed thresholds established in 10 USC 2801 and 2805:

a) Transportation costs of materials, supplies, and GFE.

b) Non-DOD expenses such as travel and per diem costs of troop labor, materials, supplies, services, and fuel that are furnished on a non-reimbursable basis. These costs will be reported to the extent that such costs exceed \$50,000 per project. The costs of supplies or services furnished on a non-reimbursable basis should be estimated on a fair-market value basis.

c) O&M funds may be used for project P&D or for the construction of ERC projects. However, O&M cannot be combined with MILCON in order to supplement the funding of ERC projects.

d) DOD funded costs applicable to the operation of GFE, including fuel and maintenance costs.

(3) Requests for minor MILCON funds for ERC activities originate with the combatant commands in accordance with the SECDEF policy and are approved, prioritized, and funded by the JS. Obligation may not occur until Congress is notified by the JS.

e. Construction funded with minor MILCON ERC funds. Minor MILCON ERC funds will provide for construction in support of the following types of CJCS directed or coordinated exercises:

(1) *Joint training exercises.* Minor MILCON ERC funds in support of joint training will be used for—

(a) Materials, supplies, and services applicable to the project, including materials furnished on a non-reimbursable basis by other military services and defense agencies.

(b) Labor costs, except for U.S. military labor.

(c) Overhead or support costs identified as additional costs which would not have been incurred were it not for the project. These costs include equipment leases, if the equipment exceeds unit authorizations and contractor related services (for example, storage and handling of project materials). Contractor P&D costs are not included in overhead or support costs.

(d) DOD funded costs applicable to the operation of GFE including fuel consumed as a direct result of routine use and participation in a designated project and direct maintenance costs including repair parts installed for corrective repairs on vehicles and equipment by deployed exercise forces.

(2) *Combined training exercises (host nation).* Accounting rules are the same as accounting rules described in paragraph 3–5e (1) of this regulation for joint training exercises with the following exceptions:

(a) A memorandum of understanding (MOU) between the host country and the United States will establish the framework for CJCS directed or coordinated exercises. Normally, the MOU will require the host country to provide funds for materials, fuel, and associated transportation costs consumed in the exercises, and which are used in the actual construction of roads and bridges for the host country. The host country will make these contributions in recognition of the facilities and products that remain as a result of combined training exercise.

(b) Certain costs associated with combined training exercises are attributable directly to the project (that is, road construction), while others are administrative in nature. It is important to distinguish between the functions so that charges are

applied to the proper account (that is, in apportioning spare parts costs, only costs that are a direct result of working on the project are charged to the Minor MILCON account, whereas costs attributable to equipment used in an administrative context are recognized as training support costs that should be charged to the O&M accounts).

(c) Combined training exercise base camps which endure and are reused in subsequent exercises are funded with minor MILCON ERC. Any subsequent expansion of an existing base camp will be funded with minor MILCON ERC funds. Repairs, not improvements, on reused base camps may be funded by the O&M exercise account to the limit of the scope of the original project.

f. *Costs not funded with Minor MILCON ERC funds.* Minor MILCON ERC project funds will not be used for the following purposes:

- (1) Transportation costs of materials, supplies, and GFE.
- (2) Travel and per diem costs applicable to troop labor.
- (3) Costs of supplies, services, and fuel furnished by sources outside the DOD on a non-reimbursable basis.
- (4) Equipment in place.

3–6. Humanitarian and civic assistance

a. Humanitarian and civic assistance.

(1) HCA is a specific Congressional enactment (10 USC 401), which gives the armed forces the authority to engage in certain operations including engineer activities that provide assistance to the local populace in conjunction with military operations and exercises (see DODI 2205.02).

(2) HCA activities must promote—

- (a) The security interests of both the United States and the country in which the activities are carried out.
- (b) The specific operational readiness skills of the members of the U.S. Armed Forces who participate in the activities.
- (3) HCA activities shall complement, and may not duplicate, other forms of social or economic assistance that may be provided to the country concerned by any other department or agency of the United States.

(4) HCA activities shall serve the basic economic and social needs of the people of the country concerned.

(5) HCA activities shall be conducted with the approval of the host country's national and local civilian authorities.

(6) HCA activities (other than command approved HCA, para. 3–7b of this regulation) conducted in a foreign country require the specific approval of the Secretary of State, which may be coordinated by both the CCDR and JS with the U.S. Ambassador, Chief of Mission (COM), or Deputy COM and the Department of State Bureau of Political and Military Affairs, respectively.

(7) United States commanders may engage in certain activities essential to the accomplishment of their military operations that result in incidental benefits to the local population, but are not considered to be activities under 10 USC 401 (that is, to establish a base camp, a commander may order wells dug, land cleared, and a road cut through the jungle).

(8) To ensure U.S. Armed Forces personnel participate in a particular HCA activity in a meaningful manner, U.S. military personnel must provide services relevant to their specialty. Therefore, engineer HCA activities should include personnel such as masons, electricians, carpenters, plumbers, surveyors, or heavy construction equipment operators. To ensure that the required training experience is gained by U.S. forces participating in HCA activities, a reasonable balance must be maintained between U.S. forces and whatever foreign troops are participating.

(9) Expenses incurred as a direct result of providing HCA (other than command approved HCA, para 3–7b of this regulation) to a foreign country shall be paid out of funds specifically appropriated for such purposes as part of the project nomination process set forth in this section. These incremental expenses shall include the costs of consumable materials, supplies, and services, if any, that are reasonably necessary to provide the HCA. They shall not include costs associated with the military operation itself (that is, transportation, personnel expenses, POL, repair of equipment, and so on), which would have been incurred whether or not the HCA activity occurred.

(10) Assistance authorized by statute assists host countries by providing:

- (a) Medical, dental, and veterinary care in rural areas of the country.
- (b) Construction of rudimentary surface transportation systems.
- (c) Well drilling and construction of basic sanitation facilities.
- (d) Rudimentary construction and repair of public facilities.
- (e) Education, training, technical assistance, and related activities for landmine detection and clearance.

(11) Congress authorizes O&M funds to be expended for HCA to cover the costs of materials, fuel, and equipment leases.

(12) HCA may not be provided to any individual, group, or organization engaged in military or para-military activity.

(13) Although the Services use O&M for HCA projects, such projects must be programmed by the Services as part of the annual budget cycle and allocated to the CCMDs, which, in turn, develop, coordinate, and nominate HCA projects

through the CJCS to the Assistant Secretary of Defense for Special Operations and Low Intensity Conflict (ASD (SO/LIC)) for approval. Thus, HCA projects must be reviewed and approved by DOD and the State Department *prior to initiation*.

(14) Although usually planned for use during CJCS exercises, HCA engineer projects may be planned in conjunction with single military service ODT exercises.

(15) HCA projects must be entered into and managed in the Deputy Support of Civil Authorities Overseas Humanitarian Assistance Shared Information System (OHASIS).

b. Command-Approved HCA. Command-approved HCA is an HCA project which incurs only minimal expenditures. The determination of what is “minimal” is set by ASD (SO/LIC) and is \$15,000 as of the publication of this regulation. Command-approved HCA projects are held to the same standards and requirements for coordination and policy compliance as other HCA projects. Project splitting is not authorized. If actual or estimated costs exceed the threshold established by the ASD (SO/LIC), which is currently \$15,000, the CCMD will notify the JS immediately to determine the appropriate action. Command-approved HCA projects are approved at the CCMD level, unless otherwise directed. Although approved at the CCMD level, command approved HCA projects must still be entered into and managed in OHASIS unless the CCMD directs otherwise.

(1) The following activities constitute examples of command-approved HCA:

(a) A unit doctor’s examination of villagers for a few hours, with the administration of several shots and the issuance of some medicine, but not the deployment of a medical team for the purpose of providing mass inoculations to the local populace.

(b) The opening of an access road through trees and underbrush for several hundred yards, but not the asphaltting of a roadway.

3–7. Developing countries combined exercise programs

a. For the developing countries combined exercise program, 10 USC 2010 authorizes the SECDEF, after consultation with the Secretary of State, to provide funds for incremental expenses incurred by developing countries as a direct result of participation in bilateral or multilateral exercises. The term “incremental expenses” means the reasonable and proper cost of goods and services such as rations, fuel, training, ammunition, and transportation. The term does not include pay, allowances, and other normal costs for personnel of developing countries.

b. The OSD provides policy direction and oversight for this program.

3–8. Funding of transportation costs authorized by Chairman of the Joint Chiefs

The CJCS, through the JS, will provide funds for the movement of personnel from port of embarkation to port of debarkation and return. The CJCS, through the JS, will also fund the costs of transportation and port handling associated with the movement of equipment from home station to the exercise site and return. These provisions apply only to funded exercises under the CJCS Exercise Program.

3–9. Other service funding

a. Service O&M funds are required for general support of troops participating in CJCS and ODT exercises.

b. Examples of O&M funded general support requirements include troop travel and per diem applicable to exercises (that is, pre-exercise engineer surveys, in-country transportation costs of materials and supplies, contracts for base camp maintenance, messing and laundry, and so on) and equipment leases if equipment is within unit authorization (except as specified in para 3–9).

c. Funding approval process will follow normal military service channels. O&M funds are budgeted for each CJCS directed or coordinated exercise.

3–10. Project qualification

Within this regulation, stringent limitations are placed on the scope and definition of an O&M funded MILCON project in conjunction with a training exercise. Before selecting a project for completion by troop units, due consideration should be given to the unit’s capabilities as compared to the complexity of the project. Projects of a highly complex nature, difficult installation methods, manufacturer restrictions, or warranty implications may not be appropriate for troop execution. The following limitations apply:

a. The project must be a single undertaking on a military installation and include all construction necessary to produce a complete and usable facility or a complete and usable improvement to an existing facility.

b. Maximum funded costs for the approved project will not exceed statutory limitations.

c. Projects must meet the validated training requirements of the participating units.

d. May not be used with respect to any ERC funded MILCON project coordinated or directed by the CJCS outside the United States, except for general support.

e. DOD must notify Congress if construction (temporary or permanent) exceeding \$100,000 will be done during any exercise. This includes not only O&M funds, but also unspecified minor MILCON (ERC) used during JCS directed or coordinated exercises.

3–11. Prohibition

The following are prohibitions applicable to this regulation:

- a.* Subdivision of a project to reduce costs to a level that meets the statutory limitation is prohibited.
- b.* Splitting or incrementing (see section II of glossary) the cost of a project to reduce costs below an approval threshold or the ceiling amount is also prohibited.

3–12. Limitations

The provisions and policies described in this chapter are limited to Army engineer ODTs and participation of Army engineers in CJCS directed or coordinated exercises outside the United States.

3–13. Project execution

- a.* Unit deployment, exercising, and redeployment will be accomplished with maximum emphasis on individual and unit training benefits.
- b.* Exercise related engineer activities require designation of an appropriate funding source and ACOM approval prior to initiation. Once approved, the project will be started and completed with the least practicable delay.
- c.* Clear lines of communication and command relationship must be established and agreed upon at the time of project assignment.

3–14. Project documentation and record maintenance

- a.* A project file will be established by the commander, officer in charge, or noncommissioned officer in charge, as appropriate, for each project.
- b.* Each file will represent a complete historical record of a project beginning with the receipt of the exercise tasking.
- c.* Project files will contain, as a minimum, the following documentation:
 - (1) Name of exercise.
 - (2) Mission.
 - (3) Location.
 - (4) Scope.
 - (5) Tasking or approving authority.
 - (6) Support unit.
 - (7) Drawings (from initial drawings to as-built drawings).
 - (8) Environmental baseline survey.
 - (9) Project transfer and acceptance documents (DD Form 1354).
 - (10) Expenditures, to include—
 - (a)* Record of expenditures charged to the project. At a minimum, this category of expenditures will include quantities and cost of POL consumed, materials used (to include equipment installed), and cost to the United States for service contracts or other contracts for the project, if any.
 - (b)* Record of expenditures not charged to the project. As a minimum, a record of expenditures charged to training will include man-hours by grade and equipment hours by type. Where known, cost for transportation to the project will be included in the file. In addition, a record will be maintained of quantities of materials and POL consumed by the project provided from non-United States sources (that is, host nation).
 - d.* Project files will be maintained per AR 25–400–2 for a period of 2 years following the completion of the exercise.

Appendix A

References

Section I

Required Publications

AR 25-400-2

The Army Records Information Management System (ARIMS) (Cited in para 3-14*d*.)

AR 350-9

Overseas Deployment Training (Cited in para 3-3*b*(1).)

AR 350-28

Army Exercises (Cited in para 1-11*a*.)

AR 420-1

Army Facilities Management (Cited in para 1-18*b*(3).)

Section II

Related Publications

A related publication is merely a source of additional information. The user does not have to read it to understand this regulation. DOD publications are available at <http://www.dtic.mil/whs/directives/>. Federal and military standards are available at <https://assist.dla.mil/online/start/>. USC material is available at <http://www.gpo.gov/fdsys/browse/collectionuscode.action?collectioncode=uscode>.

AR 1-1

Planning, Programming, Budgeting, and Execution System

AR 11-2

Managers Internal Control Program

AR 25-30

Army Publishing Program

AR 140-483

Army Reserve Land and Facilities Management

AR 210-14

Installation Status Report Program

AR 210-20

Real Property Master Planning for Army Installations

AR 215-1

Military Morale, Welfare, and Recreation Programs and Nonappropriated Fund Instrumentalities

AR 405-90

Disposal of Real Estate

AR 415-28

Real Property Category Codes

ATP 3-34.23

Engineer Operations-Echelons Above Brigade Combat Team

CJCSI 4600.02A

Exercise Related Construction Program Management

DA Pam 405-45

Real Property Inventory Management

DA Pam 415-28

Guide to Real Property Category Codes

DA Pam 420–1–2

Army Military Construction and NAF Construction Program Development and Execution.

DA Pam 420–1–3

Transportation Infrastructure and Dams

DA Pam 420–11

Project Definition and Work Classification

DODD 1100.20

Support and Services for Eligible Organizations and Activities Outside the Department of Defense

DODD 4270.5

Military Construction

DODD 5100.03

Support to the Headquarters of Unified, Specified, and Subordinate Joint Commands.

DODD 5111.1

Under Secretary of Defense for Policy (USD (P))

DODI 2205.02

Humanitarian and Civic Assistance

UFC 1–200–01

General Building Requirements

UFC 1–201–01

Non-permanent DOD Facilities in Support of Military Operations

UFC 1–300–08

Criteria for Transfer and Acceptance of DOD Real Property

10 USC 401

Humanitarian and Civic Assistance Provided in Conjunction with Military Operations

10 USC 2010

Participation of Developing Countries in Combined Exercises; Payment of Incremental Expenses

10 USC 2801

Scope of Chapter; Definitions

10 USC 2802

Military construction projects

10 USC 2805

Unspecified minor construction

10 USC 2852

Military Construction projects waiver of certain restrictions

Section III**Prescribed Forms**

This section contains no entries.

Section IV**Referenced Forms**

Except where otherwise indicated below, the following DA Forms are available on the APD website (<http://www.apd.army.mil>); DD Forms are available on the OSD website (<http://www.dtic.mil/whs/directives/infomgt/forms/formsprogram.htm>).

DA Form 11–2

Internal Control Evaluation Certification Statement

DA Form 2028

Recommended Changes to Publications and Blank Forms

DA Form 4283

Facility Engineer Work Request

DD Form 1354

Transfer and Acceptance of DOD Real Property

DD Form 1391

Military Construction Project Data

Appendix B

Engineer Troop Unit Training Considerations

B–1. Challenge of Army engineer training

The constructive or destructive nature of engineer functions presents a challenge to commanders involved in the training of Army engineers. When engineers train realistically and effectively, some physical product normally results. The product must be destroyed, used and accounted for, or abandoned. Additionally, by virtue of the nature of military engineering work, engineers are in great demand throughout the theater of operation. Supported units in CONUS or overseas are often in need of engineer work for their operational mission, or to protect personnel or equipment from weather, theft, sabotage, or terrorism.

B–2. Range of Army engineer activities

Due to their presence on the battlefield, engineers are frequently called upon to construct facilities which will allow other military services to train. They are often required to expend effort on products which have little residual or facility value (that is, defilades, tank ditches, and complex obstacles) and those built for a single training exercise such as landing strips, temporary quarters, and site preparation for relocatable structures. There are situations where the engineer training support effort must precede or follow other units in order to permit the training of the supported units. Engineer units must train with other members of the combined arms to develop team skills, but also must train alone to develop unit engineer skills and the skills of their secondary mission, fighting as infantry.

B–3. Defining Army engineer training

An important factor in the decision to employ an engineer troop unit to construct a needed facility is the inherent training value of the project. The training value of a project is determined by the degree of fulfillment of soldier skills and small unit training in accomplishing the work. If no such correlation exists, the training value of the proposed engineering project cannot be demonstrated.

B–4. Constraints on Army engineer training

Several factors constrain engineer training during peacetime.

- a.* Most engineer units are stationed in areas with a well-developed infrastructure of road networks and airfields. This environment provides few opportunities to train on horizontal engineering (digging, grading) skills, or vertical skills (carpentry, plumbing). Environmental constraints also pose a major training deterrent.
- b.* The nature of training is such that soldiers must develop their basic skills through repetitive training experience. This must be considered in regard to the traditional training project in terms of customer demands, time, quality, and cost considerations.
- c.* Legal prohibitions and the commitment to avoid competing with the private sector limit construction projects the Federal Government may undertake with in-house capability.

B–5. Basis for project selection

Before selecting a project for completion by troop units, due consideration should be given to the unit's capabilities as compared to the complexity of the project. Projects of a highly complex nature, difficult installation methods, manufacturer restrictions, or warranty implications may not be appropriate for troop execution. Projects selected for accomplishment by engineer troop units to enhance their readiness will meet the following criteria:

- a.* Maintain unit integrity.
- b.* Contribute to the attainment or sustainment of soldier skills and small unit training objectives.
- c.* Be within the capability of the unit.
- d.* Contain a completion date which takes into account the training aspect of the project.
- e.* Support and be relevant to the overall scenario, if conducted as part of a larger training exercise.
- f.* Contain few requirements for unusually high skill level personnel or scarce materials.

Appendix C

Civil Military Innovative Readiness Training

C–1. Army guidance

DOD guidance provides that units and personnel of the Armed Forces under the jurisdiction of the Secretary of a Military Department, may be used to assist certain eligible organizations and activities in addressing community and civic needs of the United States, its territories and possessions, and the Commonwealth of Puerto Rico, when such assistance is incidental to military training or is otherwise authorized by law. The purpose is to build upon the long-standing tradition of the Armed Forces of the United States, acting as good neighbors at the local level, in applying military personnel to assist worthy civic and community needs. Civil military innovative readiness training (CMIRT) programs must comply with DODD 1100.20 and include the following criteria for evaluating support requests:

- a.* Support must fulfill valid training requirements.
- b.* Support must be requested by responsible local officials and documentation must be presented certifying that no private or commercial source can provide the support requested from DOD.
- c.* Potential private, commercial, State, or local sources of support will be further screened to ensure that the Army is not in competition with commercial sources of support.
- d.* Participation in innovative readiness training exercises must not selectively endorse, benefit, or favor any person, group, corporation (whether profit or non-profit), religion, sect, religious or sectarian group, quasi-religious or ideological movement, political organization, or commercial venture.
- e.* Support will not impair accomplishment of the installation mission.
- f.* Individual soldiers must be performing in military occupational specialty codes of job series related to or enhancing activities.
- g.* Training benefits must accrue to the individuals involved.
- h.* Requested support must be provided with existing funds used for training missions.
- i.* ACOM commanders will ensure that the local staff judge advocate or legal counsel reviews all proposals.

C–2. Requests for disaster assistance

Requests for assistance from private organizations and civil law enforcement agencies in response to domestic or manmade disasters are addressed in separate DOD directives and implementing regulations.

C–3. Examples of Civil Military Innovative Readiness Training type Opportunities

While not all inclusive, the following are some types of CMIRT training opportunities:

- a.* Pier diving and underwater assessments in Panama City, FL.
- b.* Habitat for Humanity home construction in the local area.
- c.* Soccer field grading and earthwork in Roscoe, PA.

Appendix D

Internal Control Evaluation

D–1. Function

The function covered by this evaluation is engineer troop unit construction in connection with training activities.

D–2. Purpose

The purpose of this evaluation is to assist the DPW and engineer troop unit administrators in evaluating the key management controls listed in D–4. It is intended as a guide and does not cover all controls.

D–3. Instructions

Answers must be based on the actual testing of key management controls (such as, document analysis, direct observation, sampling, simulation, other). Answers that indicate deficiencies must be explained and corrective action indicated in supporting documentation. These key internal controls must be evaluated at least once every 5 years. Certification that this evaluation has been conducted must be accomplished on DA Form 11–2 (Internal Control Evaluation Certification).

D–4. Test questions

- a.* Have HCA activities been programmed and budgeted? (HQDA)
- b.* Have funds been appropriated for the exercise? (HQDA, ACOM, ASCC)
- c.* Are critical individual and unit skills enhanced by exercise activities? (ACOM, ASCC)
- d.* Have directives been published assigning design and construction of MILCON funded MILCON projects to engineer troop units? (ACOM, ASCC)
- e.* Is logistical support provided to engineer troop units as directed? (ACOM, garrison, regional support command (RSC)).
- f.* Has the engineer troop unit commander coordinated the exercise with the construction agent? (USACE, garrison, RSC)
- g.* Has a joint agreement been negotiated for MILCON projects when engineer troop units are assigned to support another military service? (ACOM, ASCC)
- h.* Has the design agency of record provided the engineer troop unit with approved plans, specifications, criteria, and standards for projects? (USACE, garrison, RSC)
- i.* Has funding for O&M minor construction projects been approved at the proper level? (USACE, garrison, RSC)
- j.* Has HQDA approved funding for unspecified minor MILCON or MILCON projects selected for engineer troop unit construction that cost more than the statutory level? (HQDA, ACOM)
- k.* Has authority been delegated to the garrison commander to use O&M funds for projects at the appropriate level? (ACOM, ASCC, garrison, RSC)
- l.* Are minor MILCON, O&M, and HCA funds used for engineer troop unit activities being programmed in accordance with current DA policies? (HQDA, ACOM, ASCC)

D–5. Comments

Help to make this a better tool for evaluating internal controls. Submit comments to: Headquarters, Department of the Army, Office of the Chief of Engineers—Pentagon (DAEN–ZC), 2600 Army Pentagon, Washington, DC 20310–2600.

Glossary

Section I

Abbreviations

ACM

asbestos containing material

ACOM

Army command

ACSIM

Assistant Chief of Staff for Installation Management

ASA (FM&C)

Assistant Secretary of the Army for Financial Management and Comptroller

ASA (IE&E)

Assistant Secretary of the Army for Installations, Energy and Environment

ASCC

Army service component command

ASD (SO/LIC)

Assistant Secretary of Defense for Special Operations and Low Intensity Conflict

CAR

Chief, Army Reserve

CCDR

combatant commander

CJCS

Chairman of the Joint Chiefs of Staff

CNGB

Chief, National Guard Bureau

COCOM

combatant command

COE

Chief of Engineers

CONUS

continental United States

DA

Department of the Army

DA Pam

Department of the Army pamphlet

DCS

Deputy Chief of Staff

DOD

Department of Defense

DODD

Department of Defense Directive

DODI

Department of Defense Instruction

DPTMS

Director of Plans, Training, Mobilization and Security

DPW

Director of Public Works

GFE

government furnished equipment

HCA

humanitarian and civic assistance

HQDA

Headquarters, Department of the Army

HQUSACE

Headquarters, U. S. Army Corps of Engineers

IMCOM

Installation Management Command

IPT

integrated process team

JCS

Joint Chiefs of Staff

JS

Joint Staff

MCA

military construction, Army

MILCON

military construction

MOA

memorandum of agreement

MOU

memorandum of understanding

ODT

overseas deployment training

OHASIS

Overseas Humanitarian Assistance Shared Information System

OSD

Office of the Secretary of Defense

POL

petroleum, oil, and lubricants

PPBES

Planning, Programming, Budgeting, and Executing System

RAF

regionally aligned force

SECARMY

Secretary of the Army

SECDEF

Secretary of Defense

TAP

The Army Plan

TDA

table of distribution and allowances

TDY

temporary duty

TO

theater of operations

TOE

table of organization and equipment

UFC

United Facilities Criteria

UMMCA

Unspecified Minor Military Construction, Army

USACE

United States Army Corps of Engineers

USC

United States Code

Section II**Terms****Addition/expansion/extension**

A physical increase in the overall external dimensions of a real property facility.

Alteration

Change to the interior or exterior facility arrangements to improve use of the facility for its current purpose. This includes installed equipment made a part of the existing facility. Additions, expansions, and extensions are not alterations.

Annual work plan

A planning document, prepared prior to the start of each fiscal year, which identifies and schedules housing facilities work and services according to the resources available and the priorities established by the garrison commander. It must include all maintenance and repair (M&R) work that should be done during the year. If M&R work cannot be done during the year due to lack of funds, the work will be listed as an unfunded requirement.

Army long range planning guidance

The vision of the Army leadership that describes a framework for defining future requirements. The document analyzes national security objectives against a range of potential threats. It lays out planning assumptions and lists underlying conditions likely to hold true over the 30-year period. It examines political, military, economic, and technological events. The examination identifies trends and determines a range of possible results that bound the future operating environment. It then draws implications for future missions and achieving required capabilities. The Army long range planning guidance helps commands and agencies translate leader vision into long-range plans which guide preparation of the TAP.

Asbestos hazard

Any condition that causes exposure to airborne asbestos from asbestos containing material (ACM) that is friable and damaged. ACM is any material or product that contains greater than 1% asbestos. Friable ACM is material (including previously non-friable material that becomes damaged) that, when dry, may be crumbled, pulverized, or reduced to powder by hand pressure.

Asbestos hazard risk assessment

An asbestos hazard risk assessment (performed only by a certified asbestos inspector) to identify the presence or absence of asbestos hazards and suggests appropriate hazard control measures. An asbestos hazard risk assessment includes (1) non-destructive visual inspection of building materials in pre-1990 facilities, (2) environmental samples from all damaged, friable materials or those materials that, if damaged, could present a hazard, and (3) identification of the existence, nature, severity, source, and location of asbestos hazards (or documentation that no such hazards have been identified), and (4) presentation of the various options for controlling asbestos hazards, including interim controls, abatement measures, ongoing monitoring, and any recommended changes to the management and maintenance systems. If ACM will remain in a facility after present hazards are corrected, the risk assessor will provide information to the owner on how to

keep that paint in a nonhazardous condition. All materials that are not tested will be considered to be ACM, will be monitored for damage, and are subject to worker and occupant protection requirements.

Construction

- a. The erection, installation, or assembly of a new facility.
- b. The acquisition, expansion, extension, alteration, conversion, or replacement of an existing facility.
- c. The relocation of a facility from one installation to another.
- d. Installed equipment made a part of the facility, related site preparation, excavation, filling, landscaping, or other land improvements.

Construction agent

The activity responsible for construction contract award or execution of the work by other means.

Construction project

A construction project is considered a single undertaking to produce a complete and usable facility or a complete and usable improvement to an existing facility. A construction project includes all construction work, land acquisition, supervision, inspection and overhead costs, and procurement and installation of specific types of built-in (installed) equipment necessary to make a facility complete and usable.

Conversion

A change to interior or exterior facility arrangements so that the facility may be used for a new purpose. This includes installed equipment made a part of the existing facility.

Design agency of record

The activity responsible for the design or administration of design and the development of plans, specifications and independent government cost estimates. All personnel whose salaries are paid primarily from P&D funds and those who are paid from other sources, but who are primarily engaged in design or design-associated work.

Exercise-related construction

An unspecified minor construction project predominantly in support of an in-progress or planned CJCS exercise outside the United States.

Expansion

See the word addition above.

Extension

See the word addition above.

Facility

A real property entity consisting of one or more of the following: a building, a structure, a utility system, or underlying land. All real property facilities are categorized by one or more category codes from DA Pam 415–28, also called a real property facility.

Garrison

An aggregation of contiguous or near contiguous, common mission supporting real property holdings under the jurisdiction of DOD or a state, the District of Columbia, territory, commonwealth, or possession controlled by and at which an Army unit or activity (Regular Army, United States Army Reserve, or Army National Guard) is permanently assigned.

Garrison commander

Commanding officer with responsibility for the real property, access control, life-support activities, logistics and base operations of a military installation. The commander of a military table of organization and equipment or table of distribution and allowance unit or activity who does not otherwise have responsibility for land, buildings, and fixed improvements is not a garrison commander.

Incrementation

The splitting of a project into separate parts where either criteria is met.

- a. It is done solely to reduce costs below an approved threshold or the minor construction ceiling.
- b. Each part is in itself complete and usable.
- c. The total project is not complete until all parts are complete.
- d. In order to determine what constitutes a stand-alone project, that is, a complete and usable facility, a comparison of interdependence as opposed to facility interrelationship should be made.

Interdependent facilities

Those facilities which are mutually dependent in supporting the function(s) for which they were constructed and therefore must be included in the cost of a single project, for example, a new airfield on which the runways, taxiways, ramp space and lighting are mutually dependent to accomplish the intent of the construction project.

Interrelated facilities

Those facilities which have a common support purpose but are not mutually dependent and are therefore funded as separate projects, for example, billets are constructed to house soldiers with the subsequent construction of recreation facilities. Their common purpose to support health, welfare, and morale creates an interrelationship. However, neither facility is necessary for the operation of the other.

Joint Chiefs of Staff–coordinated exercise

An exercise, which is of interest to the JCS but directed by a combatant commander.

Joint Chiefs of Staff–directed exercises

A strategic mobility or major commander in chief directed exercise of considerable interest to the JCS.

Military construction

Any construction, development, conversion, or extension of any kind carried out with respect to a military installation, whether to satisfy temporary or permanent requirements.

Military construction project

All military construction work, or any contribution authorized by this regulation, necessary to produce a complete and usable facility or a complete and usable improvement to an existing facility.

Military construction, Army

The program by which Army facilities are planned, programmed, designed, budgeted, constructed, and disposed of during peacetime and under mobilization conditions. The program also includes the acquisition of real estate and other supporting activities.

Military installation

Base, camp, post, station, yard, center, or other activity under the jurisdiction of the Secretary of a military department or, in the case of an activity in a foreign country, under the operational control of the Secretary of a military department or the SECDEF, without regard to the duration of operational control in accordance with U.S.C § 2805(c)(4). U.S. military facilities include buildings, structures, or other improvements to real property whether to satisfy temporary or permanent requirements (10 USC 2801(c) (1)).

Military operation

A military action or the carrying out of a strategic, tactical, service, training, exercise, or administrative military mission.

Operational readiness skills

Skills possessed by service members that enable them to contribute effectively to the capability of their unit formation, ship, weapon system, or equipment to perform the missions or functions for which it was organized or designed.

Overseas deployment training

a. An ODT is a small single service unit deployment conducted to provide unique and realistic training opportunities for U.S. Forces in a foreign country. ODTs generally involve only one unit and focus on enhancing that unit's ability to perform its primary mission.

b. Compared to exercises, ODTs are of limited scope and shorter duration.

Project, minor construction

A single undertaking at a military installation, within statutory limitations. It must include all work needed to produce a complete and useable facility or improvement to an existing facility.

Regionally aligned force

The deliberate alignment of Army forces (active Army and reserve components) to a combatant command for wartime planning to achieve national strategic goals. RAF is the framework that aligns units on a rotational basis, through the Army Force Generation cycle, to a combatant command for training, planning and, if necessary, engagement.

Relocation

A project for movement of a building or structure from one site to another. The item may be moved intact or disassembled and later reassembled. This includes connection of new utility lines and excludes relocation of roads, pavements, or air-strips. Relocation of two or more facilities resulting in a single facility will be considered a single facility.

Replacement

A complete rebuild of a real property facility destroyed or damaged beyond economical repair.

Specified military construction

Acquisition, construction, addition, expansion, conversion, alteration or replacement of (a) facilities with costs in excess of the amount specified by law as the maximum amount for minor construction or (b) any project, regardless of amount, approved as a specific line-item in the MILCON request.

Splitting

See the word incrementation above.

The Army Plan

A plan that documents Army policy and provides resource guidance. It outlines national military strategy and security policy for the Army, states the Army's priorities within expected resource levels and guides development of the total Army program and budget. It records the Army objective force and provides additional guidance for bridging the gap between the planning force and the programmed force.

Section III**Special Abbreviations and Terms****CMIRT**

civil military innovative readiness training

CMR

construction, maintenance, and repair

COM

chief of mission

DCCEP

developing countries combined exercise program

ERC

Exercise related construction

M&R

maintenance and repair

O&M

operation and maintenance

P&D

planning and design

UMMC

unspecified minor military construction

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