Army Regulation 210–14

Installations

Installation Status Report Program

SUMMARY of CHANGE

AR 210–14
Installation Status Report Program

This major revision, dated 11 June 2019—

o   Changes Installation Status Report Natural Infrastructure to Installation Status Report-Mission Capacity (para 1–6).

o   Updates data retention policy to clarify what must be retained (para 1–12).

o   Updates responsibilities (chap 2).

o   Changes reference to after action review to Change Management Advisory Group and references the council of colonels (para 2–1).

o   Adds reference to the Installation Service Standards Working Group (para 2–1).

o   Adds responsibility to coordinate pacing measures and cost-related performance measures with the Deputy Assistant Secretary of the Army for Cost and Economics and the Office of the Assistant Chief of Staff for Installation Management's Resources Directorate (para 2–2).

o   Adds reference regarding newly established Base Support Configuration Management Board and function in regard to the Installation Status Report (para 2–4).

o   Adds responsibility for Commander, U.S. Army Aeronautical Services Agency to support the performance of Installation Status Report-Infrastructure inspections and provide mission capacity data (para 2–25).

o   Adds responsibility associated with Army field support brigades and logistics readiness centers (para 2–26).

o   Adds guidance detailing the Installation Status Report Change Management Process (app B).

o   Changes U.S. Army Reserve Readiness Support Centers to readiness divisions (throughout).

o   Removes references to the reporting of quantity in Installation Status Report-Infrastructure (throughout).

Installations

Installation Status Report Program

By Order of the Secretary of the Army:

MARK A. MILLEY
General, United States Army
Chief of Staff

Official:

KATHLEEN S. MILLER
Administrative Assistant
to the Secretary of the Army

History. This publication is a major revision.

Summary. This regulation provides policy, responsibilities, and guidance for the Installation Status Report Program within the Department of the Army. Statutory authority for this regulation is derived from Titles 5, 10, and 31 United States Code and the Government Performance and Results Act of 1993. The Department of Defense established a process to report on base readiness to provide insight into the ability of military bases worldwide to support readiness and to comply with Section 373 of the Defense Authorization Act for Fiscal Year 1999. Readiness reporting is required under Section 117, Title 10, United States Code and DODD 7730.65.

Applicability. This regulation applies to the Regular Army, the Army National Guard/Army National Guard of the United

States, and the U.S. Army Reserve, unless otherwise stated. During mobilization, policies contained in this regulation may be modified by the proponent.

Proponent and exception authority. The proponent of this regulation is the Assistant Chief of Staff for Installation Management. 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 C).

Supplementation. Supplementation of this regulation and establishment of command and local forms are prohibited without prior approval from the Assistant Chief of Staff for Installation Management

(DAIM–ZA), 600 Army Pentagon, Washington, DC 20310–0600.

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, Assistant Chief of Staff for Installation Management (DAIM–ODR) at usarmy.pentagon.hqda-acsim.mbx.publication-management@mail.mil.

Committee management. AR 15–1 requires the proponent to justify establishing/continuing committee(s), coordinate draft publications, and coordinate changes in committee status with the U.S. Army Resources and Programs Agency, Department of the Army Committee Management Office (AARP–ZA), 9301 Chapek Road, Building 1458, Fort Belvoir, VA 22060–5527. Further, if it is determined that an established "group" identified within this regulation, later takes on the characteristics of a committee, as found in AR 15–1, then the proponent will follow AR 15–1's requirements for establishing and continuing the group as a committee.

Distribution. Distribution of this publication 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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Chapter 1
Introduction

1–1. Purpose
This regulation establishes the Installation Status Report (ISR) Program within the Department of the Army (DA) and prescribes responsibilities, policies, and guidance for implementing the ISR Program. The requirement control symbol is RCS ACSIM–004.

1–2. References and forms
See appendix A.

1–3. Explanation of abbreviations and terms
See the glossary.

1–4. Responsibilities
Responsibilities are listed in chapter 2.

1–5. Records management (recordkeeping) requirements
The records management requirement for all record numbers, associated forms, and reports required by this regulation are addressed in the Army Records Retention Schedule-Army (RRS-A). Detailed information for all related record numbers, forms, and reports are located in Army Records Information Management System (ARIMS)/RRS-A at https://www.arims.army.mil. If any record numbers, forms, and reports are not current, addressed, and/or published correctly in ARIMS/RRS-A, see DA Pam 25–403 for guidance.

1–6. General
   a. The ISR will be submitted as directed by the Assistant Chief of Staff for Installation Management (ACSIM). The Army requires ready and resilient installations that project power and enable regional engagement and global responsiveness. Installations directly contribute to and enable readiness. The ISR is a major installation information system used to assess key elements of installation readiness, to include: facility readiness, installation service performance compared to Army standards, and installation resource capacity and security at a specific point in time. The ISR Program facilitates the development or improvement of metrics that can better measure business process improvement.
   b. The ISR Program will be used by Army leadership to assist Army leaders with the identification and prioritization of requirements and risk, and enable appropriate and responsible decisionmaking in support of the provision of base operations support services, infrastructure, and mission capacity. ISR data directly informs the Defense Readiness Reporting System-Army (DRRS–A), Army Strategic Readiness Assessment (ASRA) updates, Army Campaign Plan priority metrics, and other readiness reports and dashboards. The ISR should not be used in isolation when assessing overall readiness as it is only one aspect of the broader concept of mission readiness. The ISR has three components—
   (1) *Installation Status Report-Infrastructure.* The ISR–I component provides an evaluation of the mission support functional capability, quality, and readiness of Army infrastructure for each reporting location compared to established Army standards. It also calculates costs to improve the infrastructure inventory and informs the ASRA report, the Chief of Staff, Army's (CSA's) lens for assessing Army installation readiness, as well as the strategic readiness update, CSA priorities processes, and other readiness reporting.
   (2) *Installation Status Report-Mission Capacity.* The ISR–MC component assesses the capability of an organization to support its current and future mission requirements, readiness, and its sustainment with critical resources such as air, land, water, and energy. Army energy and water security are significant measures involving assured access and dependable supply of energy and water, redundant distribution networks, and continuity of critical operations to meet evolving mission requirements. ISR–MC also informs the ASRA and other readiness reporting.
   (3) *Installation Status Report-Services.* The ISR–S component determines the quality and quantity of installation services against Federal, Department of Defense (DOD), or Army standards. These metrics are then linked to cost execution data to inform strategic policy and management and resourcing decisions. The information is used to support reporting requirements to Congress, trends analysis for the Office of the Secretary of Defense (OSD), reporting Army installation readiness/risk postures to DOD and Army leaders, forecasting and allocating resources, and force structure modeling efforts.

1–7. Program objectives

a. The ISR Program supports the Army's requirements build process and readiness reporting. Strategically, the ISR Program—

(1) Focuses the Army's future base investments by providing macro-level information upon which to inform resourcing decisions and the status of installation readiness.

(2) Provides a macro-level evaluation of the quality, mission support functional capability, and readiness of real property assets, mission capacity, and support services.

(3) Provides information that assists with—

(a) The development of management strategies concerning Army, Army National Guard (ARNG), and U.S. Army Reserve (USAR) facilities, installation resources, and support services and the impact of those policies on strategic planning, prioritization, and readiness.

(b) The justification and allocation of resources that support base, installation, state, and infrastructure, mission capacity, and support service programs.

(c) The annual measuring of defense installations and facilities capability to provide appropriate support to forces conducting wartime missions.

(d) The Army's ability to identify systemic trends and issues as well as best practices.

b. Tactically, the ISR Program—

(1) Provides a venue for commanders and managers to communicate needs, issues, and concerns directly to Army leadership.

(2) Estimates resource requirements.

(3) Assists in prioritizing programs and projects.

(4) Measures progress.

c. The ISR Program assists Army leadership by—

(1) Providing a current status concerning conditions and the readiness of enduring bases, installations, and states.

(2) Providing indicators that will—

(a) Represent Armywide base sustainment conditions and trends.

(b) Identify concerns with facilities, mission capacities, and services that degrade abilities to support missions, operations, and readiness.

(c) Identify the difference between the actual conditions and Army standards.

(d) Assist in decisionmaking regarding the allocation of resources and prioritization of programs.

(e) Assist in the determination of the need for changes to Army policy or in determining the need for new policy.

(3) Providing information for use with the Army's initiatives in programming, planning, sustainment, and strategic readiness.

1–8. Reporting instructions

a. The Department of the Army Installation Management–Operations Directorate (Real Property and Asset Management Division) (DAIM–ODR) provides annual guidance in the ISR Data Collection Memorandum on submissions.

b. If an organization reports within the DRRS–A, the commander or designated acting commander of that organization will approve and certify the data for all ISR components. By certifying, the commander attests to the data's accuracy and completeness to the best of their knowledge and belief. Commander readiness and overwrite ratings and comments will reflect senior leadership priorities, tenant concerns, and readiness issues. Certification will occur for each component, as appropriate. More detail on the role of the commander can be found under installation commander in the terms section.

c. If an organization reporting in ISR is not a DRRS–A reporting organization (an example is an ARNG State organization), then the ISR data (from all ISR components) shall be reviewed and approved by the commander or designated acting commander but is not certified.

d. The implementing instructions for each ISR component will contain specific and detailed reporting instructions, as appropriate.

e. The DAIM–ODR will direct or provide specific guidance on ISR Program reporting procedures for bases programmed for inactivation or closure.

1–9. Exempted from reporting

Organizations required to report in ISR are included in the annual ISR Data Collection Memorandum. This may include installations on the base realignment and closure list until the actual year of closure. Closure is defined as the termination or transfer of mission off the site with properly signed documentation. Organizations requesting exemption from reporting in ISR must submit a request through the chain of command to the Office of the Assistant Chief of Staff for Installation Management's (OACSIM) Operations Directorate (Real Property Asset Management Division) (DAIM–ODR).

1–10. Reporting Installation Status Report on joint bases and non-Army installations

a. The typical procedure for joint bases where the Army is the supported Service is that the installation will discontinue ISR–I and ISR–MC reporting upon reaching full operating capability. The resulting Army support activity formed to execute specific mission support functions not covered by OSD guidance or retained, based on an approved variance, will continue to report ISR–S (performance and cost).

b. Installations and sites where the Army is the supporting Service (or lead Service) will continue to report ISR–I, ISR–MC, and ISR–S, as applicable. Modifications to account for common output level standards may be developed as required.

c. Where the Army is a tenant on a non-Army installation, the policy as written in the DODI 4000.19 and DODI 4165.14 applies. In these cases, the host installation's facility condition data (such as the Sustainment Management System (SMS) data and mission support functional capability rating data) will be used to prioritize reimbursable sustainment, restoration, and modernization projects.

d. The ISR program manager will review exception requests submitted by component commands and other interested parties and recommend deviations from the requirements outlined in paragraph 1–10, as appropriate.

1–11. Modification of the Installation Status Report Program reporting structure

a. The ISR Program reporting structure is based on the Army's official registry of installations and sites located in Headquarters Installation Information System (HQIIS). The reporting structure is not static and is modified as part of development of the annual ISR Data Collection Memorandum and considers the status of installations, sites, bases, complexes, and enclaves within the HQIIS.

b. In order to add, modify, or remove an installation, site, base, complex, or enclave from the ISR Program reporting structure, appropriate transactions must be performed in the HQIIS registry.

c. Reporting structure changes will be coordinated with component commands and other interested parties during staffing of the annual ISR Data Collection Memorandum and will consider readiness reporting requirements.

d. The ISR program manager validates and locks in the reporting structure for all three ISR components during the first quarter of each fiscal year (FY) and is used for the duration of the FY.

1–12. Retention of reports

a. Certified ISR–I, ISR–MC, and ISR–S quarterly and annual reports will be maintained within ISR web, as required, and available for download by the generating organization.

b. ISR–I supporting documentation, marked For Official Use Only will be retained by the generating organization in an active file area for a period of three consecutive years following certification. ISR–I supporting documentation includes, but is not limited to, inspection standard materials. Electronic or paper files may be retained to satisfy this requirement. Commanders at all levels may direct that reports be retained for a longer period of time.

c. ISR data that has been transferred to DRRS–A or a similar DA system will be retained in the current file area for that system until the data is no longer needed for conducting business. It will then be retired to the records holding area or Army electronic archives. The records holding area or Army electronic archives will destroy the records 10 years after the event.

1–13. Release of Installation Status Report data

ISR data and related analysis products will be treated as For Official Use Only and will be released to non-Army agencies only as approved by the ISR program manager. Requests for this data by non-Army agencies or individuals who do not have a need for the data in the performance of their duties will be processed in accordance with the Freedom of Information Act and AR 25–55. Such requests will also be coordinated with the state, base, organization, or activity Freedom of Information Act officer.

1–14. Technical assistance

Contact the ISR program manager (DAIM–ODR) for technical assistance and procedures.

Chapter 2
Responsibilities

2–1. Chief of Staff of the Army

The CSA is the proponent for ISR Program standards related to installation safety and occupational health as identified in the ISR implementing instructions.

a. Functional proponency for ISR Program standards will be determined as follows:

(1) Proponency for ISR–I inspection standards is based on the related facility category codes assigned by DAIM–ODR in the ISR–I implementing instructions. The assigned functional proponents will maintain and update inspection standards as documented in the ISR–I rating standards booklets. The functional proponents will also aid in determining whether to accept or reject newly proposed facility use records for admission into the ISR Program. Inspection standards are reviewed annually for continued applicability.

(2) Proponency for ISR–MC standards is based on those responsibilities assigned by law, applicable regulations, and other appropriate publications and as shown in the ISR–MC implementing instructions. Functional proponents will be responsible for the development, maintenance, and approval of respective policy, regulatory, and statutory performance measures. Performance measures are reviewed annually for continued applicability.

(3) Proponency for ISR–S standards is based on those responsibilities assigned by law, applicable regulations, and other appropriate publications and as shown in the ISR–S implementing instructions. Functional proponents will be responsible for the development, maintenance, and approval of respective policy, regulatory, and statutory performance measures. Performance measures are reviewed annually for continued applicability.

b. Functional proponents of ISR Program standards will—

(1) Provide support during the data collection to participating bases and to DAIM–ODR by issuing programming and functional guidance and assisting with financial systems training.

(2) Keep component command representatives informed of applicable ISR-related issues or changes, as needed.

(3) Provide review and analysis of ISR data for quality assurance and quality control.

(4) Participate in the ISR change management process (CMP) activities to include the change management process initiative (CMPI) review, communities of practice (CoPs), Installation Service Standards Working Groups (ISS WGs), the Change Management Advisory Group (CMAG), and council of colonels (COC).

(5) Respond to CMPIs and lead CoP activities for the appropriate area of responsibility with assistance from DAIM–ODR.

2–2. Assistant Secretary of the Army (Financial Management and Comptroller)

The ASA (FM&C) is the proponent for ISR Program standards related to internal review and bank and credit union programs as identified in the ISR implementing instructions. The ASA (FM&C) will—

a. Incorporate ISR–S cost data, pacing measures, and performance measures into the Standard Service Costing model for base operations support services.

b. Assist with the training of management decision package (MDEP) managers and command representatives regarding the use of ISR data for program development.

c. Coordinate with DAIM–ODR to annually review and approve all ISR–S (cost) pacing measures and cost-related performance measures. Pacing measures and cost-related performance measures will not be deleted without concurrence from the Deputy Assistant Secretary of the Army for Cost and Economics.

d. Coordinate with DAIM–ODR and Department of the Army Installation Management–Resources Directorate (DAIM–RD) regarding financial system business rules and changes to financial data structure.

e. Perform responsibilities in paragraph 2–1*b*.

2–3. Assistant Secretary of the Army (Installations, Energy, and Environment)

The ASA IE&E will provide overall policy and program direction for Army installations.

2–4. Assistant Chief of Staff for Installation Management

The ACSIM will—

a. Supervise, coordinate, and manage the overall ISR Program and each of its components.

b. Develop and distribute policies, standards, and implementation procedures for the ISR Program, to include an annual ISR Data Collection Memorandum and ISR component implementing instructions which provide additional detail on specific data collection methods, newly implemented system and procedural changes, and details on the CMP, system roles, and so forth.

c. Develop guidance and procedures for use and dissemination of ISR Program data.

d. Develop and execute annual training in support of the overall ISR Program and each of its components.

e. Establish ISR Program reporting requirements.

f. Maintain and control access to a historical ISR Program database.

g. Ensure alignment of the ISR Program reporting organizations with the HQIIS registry of installations and sites.

h. Conduct a CMP program, to implement continuous process improvement methodologies to improve organizational effectiveness and drive performance (see app C). The CMP program shall include keeping component command subject matter experts (SMEs) informed of applicable ISR-related issues or changes, hosting CoP meetings, and hosting a programmatic CMAG to review the standards reported within ISR–I, ISR–MC, and ISR–S. Changes proposed by ISR stakeholders must be introduced during the CoPs and should not be introduced later than 1 June of each FY or at or after the CMAG. The CMAG will be a formal review of comments, questions, and recommendations received from applicable reporting organizations and subject matter experts as a result of the current FY's data collection. Changes agreed upon during the CMAG will be forwarded to the COC for review and approval prior to being sent to the ACSIM for final approval and incorporation into the following FY's data collection. The review will be held on an annual basis in the fourth quarter of the FY.

i. Synchronize the ISR CMP with the ISS WG process. ISS WG is a concept headed by ASA (IE&E) and the ACSIM to ensure standardized, predictable, and cost effective service delivery and quality across the Army. OACSIM's Resource's Directorate leads ISS WGs in the review and update of tasks, standards, and metrics for installation services Armywide. ISS WGs consist of robust ISR CoPs which include Headquarters, Department of the Army (HQDA) functional and resource proponents, component commands, service providers, and customers. Standards and metrics identified by the ISS WGs will automatically be vetted through the CMAG and COC and included in the following year's ISR data collection process. Issues that cannot be resolved at the CMAG will be vetted through the Installation Readiness Board of Directors. Results from the ISS WG received by 1 June of the current FY will automatically feed into the following year's ISR data collection process.

j. Synchronize ISR service changes with the Base Support Configuration Management Board (BSCMB), in order to ensure all associated financial management documentation and systems are adjusted accordingly. This will include synchronizing the BSCMB change management approval process within ISR CMP timelines, integrating and aligning ISR procedures with the installation management data integrity project data structure outputs, ensuring the alignment of installation functional activities, formally known as point accounts, and services in ISR, and developing, coordinating, and publishing applicable ISR business rules, processes, and policies to align with the installation management data integrity project and new cost structure.

k. Coordinate the top load of data from existing HQDA systems of record into ISR (to include data from the SMS suite), when available, to minimize the work burden of reporting organizations, and where the OACSIM owns a business system, provide data to the ISR Program for top load in a timely manner, as appropriate. DAIM–RD shall assist DAIM–ODR with financial systems' business rules, changes to financial data structure, and provide any financial data extracts for top load in a timely manner, as appropriate.

l. Serve as the HQDA proponent for any ISR service, resource, or facilities not assigned to another organization as detailed in the ISR implementing instructions.

m. Serve as the HQDA MDEP manager for applicable services and coordinate with the ISR program manager on MDEP issues impacting the ISR Program system alignment.

n. Perform responsibilities in paragraph 2–1*b*.

2–5. Administrative Assistant to the Secretary of the Army

The AASA is the proponent for the ISR Program standards related to administrative management as identified in the ISR implementing instructions and will perform the responsibilities in paragraph 2–1*b*.

2–6. Chief Information Officer/G–6

The CIO/G–6, with support from the Commanding General (CG), U. S. Army Cyber Command (ARCYBER) and CG, U.S. Army Network Enterprise Technology Command (NETCOM), is the proponent for the ISR Program standards related to information systems facilities, information technology services, and radio frequency as identified in the ISR implementing instructions. The CIO/G–6 will—

a. Serve as the HQDA MDEP manager for applicable services and coordinate with the ISR program manager on MDEP issues impacting the ISR Program system alignment.

b. Review and analyze ISR data to support the requirements build process.

c. Perform responsibilities in paragraph 2–1*b*.

d. As a reporting element to the CIO/G–6, the CG, ARCYBER will—

(1) Coordinate with the CIO/G–6 and CG, NETCOM and provide oversight of ISR Program standards related to information technology as identified in the ISR implementing instructions.

(2) Perform responsibilities in paragraphs 2–1*b* and 2–18.

e. As a reporting element to the CIO/G–6, the CG, NETCOM will—

(1) Coordinate with the CIO/G–6 and CG, ARCYBER and provide oversight of ISR Program standards related to information technology as identified in the ISR implementing instructions.

(2) Perform responsibilities in paragraphs 2–1*b* and 2–18.

2–7. Chief, Public Affairs
The CPA is the proponent for the ISR Program standards related to public affairs as identified in the ISR implementing instructions and will perform the responsibilities in paragraph 2–1*b*.

2–8. Chief, National Guard Bureau
The CNGB, directly or by delegation to the Director, ARNGwill—

a. Designate, in writing, an overall ISR point of contact to maintain a list of all proponent leads for their command.

b. Designate, in writing, a functional SME for each ISR–MC standard, ISR–S standard, and ISR–I inspection workbook who is responsible for the development, maintenance, and approval of their respective performance measures/workbooks, as required by component and command unique operations. All measures and workbooks will be considered for review annually.

c. Manage, administer, and execute the overall ISR Program for their organizations.

d. Review and recommend revisions to the ISR Program within respective areas of responsibility, to include review of CMPI submitted by assigned subordinate personnel.

e. Comply with ISR Program reporting requirements as identified by the OACSIM.

f. Ensure the completeness and accuracy of the data and associated comments reported by assigned subordinate organizations as task organized in the annual ISR Data Collection Memorandum.

g. Roll up subordinate unit data as required by the OACSIM ISR implementing instructions, conduct a review of approved and certified subordinate organizations at subordinate levels; and approve all reports at command level. This approval action electronically advances the report to the next higher headquarters.

h. Provide data for top load in a timely manner, as appropriate and as identified in the annual data collection memorandum, to include provision of any financial data extracts for top load.

i. Serve as a proponent for select ISR Program standards relating to ARNG training centers as identified in the ISR implementing instructions.

j. Perform responsibilities in paragraph 2–1*b*.

2–9. Deputy Chief of Staff, G–1
The DCS, G–1 is the proponent for the ISR Program standards related to general purpose administrative facilities, equal employment opportunity, equal opportunity, substance abuse, and civilian personnel services as identified in the ISR implementing instructions. The DCS, G–1 will—

a. Provide support during the data collection to participating bases and to DAIM–ODR by issuing programming and functional guidance, and assisting with financial systems training, as needed.

b. Serve as the HQDA MDEP manager for applicable services and coordinate with the ISR program manager on MDEP issues impacting the ISR program system alignment.

c. Perform responsibilities in paragraph 2–1*b*.

d. As a reporting element to the DCS, G–1, the CG, U.S. Army Human Resources Command will—

(1) Serve as a proponent for the ISR Program standards related to continuing education facilities and military personnel services as identified in the ISR implementing instructions.

(2) Provide support during the data collection to participating bases and to DAIM–ODR by issuing programming and functional guidance, and assisting with financial systems training, as needed.

(3) Serve as the HQDA MDEP manager for applicable services and coordinate with the ISR program manager on MDEP issues impacting the ISR program system alignment.

(4) Perform responsibilities in paragraphs 2–1*b* and 2–18.

2–10. Deputy Chief of Staff, G–2
a. The DCS, G–2 is the proponent for weather facilities, secure facilities, and sensitive compartmented information-like facilities, and for the ISR Program standards related to installation security program management support as identified in the ISR implementing instructions. The DCS, G–2 will serve as the HQDA MDEP manager for applicable services and

coordinate with the ISR program manager on MDEP issues impacting the ISR program system alignment and will perform responsibilities in paragraph 2–1*b*.

b. As a reporting element to the DCS, G–2, the CG, U.S. Army Intelligence and Security Command (INSCOM) will—

(1) Serve as a supporting proponent for the ISR Program standards for secure facilities standards as identified in the ISR implementing instructions.

(2) Provide SMS Builder facility condition index (FCI) data for top load in a timely manner, as appropriate, for secure intelligence facility assets where INSCOM is the primary occupant, in coordination with the garrison.

(3) Perform responsibilities in paragraphs 2–1*b* and 2–18.

2–11. Deputy Chief of Staff, G–3/5/7
The DCS, G–3/5/7 is the proponent for the ISR Program standards for range land and facilities, general and applied instruction facilities, organizational classroom and band facilities, mission training complexes, training support facilities, Army emergency management, operations, training land sustainment, range management, training support centers, mission command training support program services, and training areas and ranges resources, as identified in the ISR implementing instructions. The DCS, G–3/5/7 will—

a. Provide data for top load in a timely manner, as appropriate.

b. Serve as the HQDA MDEP manager for applicable services and coordinate with the ISR program manager on MDEP issues impacting the ISR program system alignment.

c. Perform responsibilities in paragraph 2–1*b*.

2–12. Deputy Chief of Staff, G–4
The DCS, G–4 is the proponent for the ISR Program standards for railroad, dining, and installation deployment staging facilities, clothing and equipment, retail supply, asset management, food services, ammunition supply, installation deployment planning and training, and installation staging area operations services, as identified in the ISR implementing instructions.

a. Serve as the HQDA MDEP manager for applicable services and coordinate with the ISR program manager on MDEP issues impacting the ISR program system alignment.

b. Perform responsibilities in paragraph 2–1*b*.

2–13. Chief, Army Reserve
The CAR will—

a. Designate, in writing, an overall ISR point of contact to maintain a list of all proponent leads for their commands.

b. Designate, in writing, a functional SME for each ISR–MC standard, ISR–S standard, and ISR–I inspection workbook who is responsible for the development, maintenance, and approval of their respective performance measures/workbooks, as required by component and command unique operations. All measures/workbooks will be considered for reviewed annually.

c. Manage, administer, and execute the overall ISR Program for their organizations.

d. Review and recommend revisions to the ISR Program within respective areas of responsibility, to include review of CMPI submitted by assigned subordinate personnel.

e. Comply with ISR Program reporting requirements as identified by the OACSIM.

f. Ensure the completeness and accuracy of the data and associated comments reported by assigned subordinate organizations required by the OACSIM ISR implementing instructions.

g. Roll up subordinate unit data as required by the OACSIM ISR implementing instructions, conduct a review of approved and certified subordinate organizations at subordinate levels; and approve all reports at command level. This approval action electronically advances the report to the next higher headquarters.

Note. Army Reserve installations will report their ISR data through the Army Reserve chain of command, regardless of whether their garrisons are under the mission command of the U.S. Army Installation Management Command (IMCOM).

h. Provide data for top load in a timely manner, as appropriate and as identified in the annual Data Collection Memorandum.

i. Serve as a proponent for select ISR Program standards for USAR training centers as identified in the ISR implementing instructions.

j. Perform responsibilities in paragraph 2–1*b*.

2–14. The Surgeon General/Commanding General, U.S. Army Medical Command

a. TSG, with support from the CG, MEDCOM, is the proponent for the ISR Program standards for medical centers and hospitals, medical support facilities, veterinary facilities, dental facilities, and dispensaries and clinics and other standards related to health services as identified in the ISR implementing instructions. TSG will perform responsibilities in paragraph 2–1*b*.

b. As a reporting element to TSG, MEDCOM will—

(1) Serve as a proponent for the ISR Program standards related to medical centers and hospitals; medical support, veterinary, and dental facilities; dispensaries; and clinics, and health services as identified in the ISR implementing instructions.

(2) Provide support during the data collection to participating bases and to DAIM–ODR by issuing programming and functional guidance, and assisting with financial systems training, as needed.

(3) Provide review and analysis of ISR data for quality assurance and quality control.

(4) Provide SMS Builder FCI data for top load in a timely manner, as appropriate, for all assets where MEDCOM is the sustainment organization.

(5) Perform responsibilities in paragraphs 2–1*b* and 2–18.

2–15. The Judge Advocate General

TJAG is the proponent for the ISR Program standards related to legal services as identified in the ISR implementing instructions. TJAG will perform responsibilities in paragraph 2–1*b*.

2–16. Chief of Chaplains

The CCH is the proponent for the ISR Program standards related to religious support services as identified in the ISR implementing instructions. The CCH will perform responsibilities in paragraph 2–1*b*.

2–17. Provost Marshal General

The PMG is the proponent for the ISR Program standards for access control point and correctional facilities and physical security, law enforcement, antiterrorism, and correctional services as identified in the ISR implementing instructions. The PMG will—

a. Serve as the HQDA MDEP manager for applicable services that are the responsibility of the PMG and Army corrections command and coordinate with the ISR program manager on MDEP issues impacting the ISR program system alignment.

b. Perform responsibilities in paragraph 2–1*b*.

2–18. Commanders of Army commands, Army service component commands, and direct reporting units

Commanders of ACOMs, ASCCs, and DRUs will—

a. Manage, administer, and execute the ISR Program.

b. Maintain access to the ISR Program database and maintain awareness of data reported by subordinate organizations.

c. Review and recommend revisions to the ISR Program within respective areas of responsibility and participate in the ISR Program CMP.

d. Support ISR Program reporting requirements by providing inputs to land holding commands and service providers as needed.

e. Conduct a review of certified subordinate organizations' data, and provide command level commander's comments to highlight readiness concerns as required.

2–19. Commanding General, U.S. Army Training and Doctrine Command

The CG, TRADOC is the proponent for the ISR Program standards related to museum facilities and will appoint a proponent from the U.S. Army Center for Military History for all Army museum enterprise facilities to include museum training support facilities as identified in the ISR implementing instructions and will perform the responsibilities in paragraph 2–1*b*.

2–20. Commanding General, U.S. Army Materiel Command

The CG, AMC will—

a. Designate, in writing, an overall ISR point of contact and proponent leads for their command.

b. Manage, administer, and execute the overall ISR Program for their organizations.

c. Review and recommend revisions to the ISR Program within respective areas of responsibility, to include review of CMPI submitted by assigned subordinate personnel.

d. Comply with ISR Program reporting requirements as identified by the OACSIM.

e. Ensure the completeness and accuracy of the data and associated comments reported by assigned subordinate organizations as organized in the ISR annual data collection memorandum.

f. Roll up subordinate unit data as required by the OACSIM ISR implementing instructions, conduct a review of approved and certified subordinate organizations at subordinate levels; and approve all reports at command level. This approval action electronically advances the report to the next higher headquarters.

g. Assist DAIM–ODR with financial systems' business rules, changes to financial data structure and provide any financial data extracts for top load in a timely manner, as appropriate.

h. Serve as a proponent for select ISR Program standards related to maintenance, manufacturing and production, research and development, operational and bulk fuel, general supply and storage facilities, piers and wharves, port operations, aviation maintenance, and wash facilities, mobilization support, military ocean terminal deployment support and ammunition depot/activity deployment services, and contracting services as identified in the ISR implementing instructions.

i. Perform responsibilities in paragraphs 2–1*b* and 2–20.

j. As a reporting element to AMC, the CG, U.S. Army Test and Evaluation Command will—

(1) Serve as a supporting proponent for the ISR Program standards for test ranges as identified in the ISR implementing instructions.

(2) Perform responsibilities in paragraphs 2–1*b* and 2–18.

2–21. Commanding General, U.S. Army Corps of Engineers
The CG, USACE will—

a. Provide SMS data (for example builder, paver, railer, and other SMS suite system data) for top load and integration into ISR–I, as appropriate.

b. Assist DAIM–ODR with financial systems' business rules, changes to financial data structure, and provide any financial data extracts for top load, as appropriate.

c. Support proponents for select ISR Program standards to ensure they incorporate USACE standard design requirements.

2–22. Commanding General, U.S. Army Installation Management Command
The CG, IMCOM will—

a. Designate, in writing, an overall ISR point of contact to maintain a list of all proponent leads for their command.

b. Designate, in writing, a functional SME for each ISR–MC standard, ISR–S standard, and ISR–I inspection workbook who is responsible for the development, maintenance, and approval of their respective performance measures/workbooks, as required by component and command unique operations. All measures/workbooks will be considered for reviewed annually.

c. Designate, in writing, functional SMEs from IMCOM and garrisons for ISS WGs.

d. Manage, administer, and execute the overall ISR Program for their organizations.

e. Review and recommend revisions to the ISR Program within respective areas of responsibility, to include review of CMPIs submitted by assigned subordinate personnel.

f. Comply with ISR Program reporting requirements as identified by the OACSIM.

g. Ensure the completeness and accuracy of the data and associated comments reported by assigned subordinate organizations as identified in the ISR annual data collection memorandum.

h. Roll up subordinate unit data as required by the OACSIM ISR implementing instructions, conduct a review of approved and certified subordinate organizations at subordinate levels; and approve all reports at command level. This approval action electronically advances the report to the next higher headquarters.

Note. USAR installations will report ISR data through the USAR chain of command even in scenarios when the garrisons are under the mission command of IMCOM.

i. Provide data for top load in a timely manner, as appropriate and as identified in the annual data collection memorandum.

j. Participate in the ISR CMP activities to include CMPI review, CoPs, ISS WGs, the CMAG and COC.

k. Serve as a proponent for select ISR Program standards related to compliance, conservation, and pollution prevention services as identified in the ISR implementing instructions.

l. Perform responsibilities in paragraphs 2–1*b* and 2–20.

2–23. Executive Director, Arlington National Cemetery

The Executive Director, ANC will—

a. Serve as a proponent for the ISR Program standards as related to Army cemeteries as identified in the ISR implementing instructions.

b. Provide SMS Builder FCI data for top load via USACE, as appropriate.

c. Perform responsibilities in paragraphs 2–1*b* and 2–20.

2–24. Commanding General, Army and Air Force Exchange Service

The CG, AAFES will—

a. Serve as a proponent for the ISR Program standards related to AAFES facilities as identified in the ISR implementing instructions.

b. Provide support during the data collection to participating bases and to DAIM–ODR by issuing programming and functional guidance, and assisting with financial systems training, as needed.

c. Provide review and analysis of ISR data for quality assurance and quality control.

d. If available, provide SMS Builder FCI data for top load in a timely manner, as appropriate.

e. Perform responsibilities in paragraphs 2–1*b*.

2–25. Commander, U.S. Army Aeronautical Services Agency

The Commander, USAASA will serve as proponent for the ISR Program standards for airfield facilities, airfield operations services and air space as identified in the ISR implementation instructions and will perform the responsibilities in paragraph 2–1*b*.

2–26. Garrison commanders; State Adjutants General; Commanding Generals, U.S. Army Reserve readiness division commands; Commanders, Army field support brigades; and directors, logistics readiness centers of Installation Status Report reporting organizations

The garrison commanders; State Adjutants General; CGs, USAR readiness divisions; commanders, AFSBs; and directors, LRCs of ISR Program reporting organizations will—

a. Manage, administer, and execute the overall ISR Program at respective installations, virtual installations, sites, bases, and enclaves.

b. Ensure that all units and organizations on the installation provide required ISR assessments on time and accurately to include input from tenant activities as well as functions currently performed on a contract basis.

c. Include and maintain ISR Program reporting requirements in support agreements with tenant activities, as appropriate.

d. Ensure accuracy and completeness of the ISR data and comments, forward commander certifications of ISR data quarterly or annually, and provide reports electronically through the ISR Program to the OACSIM, as directed by the CG, IMCOM; Director, ARNG; CAR; CG, AMC; or CG, ACOM, ASCC, or DRU. ISR commander's readiness and overwrite comments shall be coordinated to reflect senior leadership priorities and tenant concerns. Additional guidance regarding comments can be found in the ISR–I implementing instructions, to include recommendations regarding military construction priorities, and facility readiness drivers (FRDs).

e. Ensure accuracy and completeness of Army databases of record that provide input into ISR–I, ISR–MC, and ISR–S. Data within the ISR Program should remain consistent with what has been reported in the Army databases of record.

f. Review and recommend revisions to the ISR within respective areas of responsibility, to include review of CMPIs submitted by installations, virtual installations, sites, bases, enclaves, and LRCs.

(1) Commanders and directors of tenant units and activities located on, and/or associated with, ISR Program reporting organizations will provide the requisite data for the completion of the ISR data collection. This includes performing ISR–I inspections and collecting service performance and resource measurement data for services not provided by garrison staff and/or funded through base support channels. Where a function of an ISR Program reporting organization is provided by contract or by a privatized partner, the appropriate contracting officer, contracting officer representative, and contracting officer technical representative will be responsible for ensuring data are provided in support of the ISR data collection.

(2) Commanders, AFSBs, and directors of LRCs manage relevant portions of the ISR Program at AFSBs and LRCs. Commanders, AFSB and directors of LRCs are responsible for entry and approval/certification of logistics data in ISR as detailed in the ISR Services implementing instructions.

2–27. Director, Defense Commissary Agency

The Director, DECA will—

a. Serve as a proponent for the ISR Program standards related to commissaries on Army installations as identified in the ISR implementing instructions.

b. Provide SMS Builder FCI data for top load in a timely manner, as appropriate.

c. Perform responsibilities in paragraph 2–1*b*.

2–28. Director, Defense Logistics Agency
The Director, DLA will—

a. Serve as a proponent for the standards related to defense fuel facilities at Army capitalized fuel sites and provide FCI data for top load as appropriate and as identified in the annual ISR data collection memorandum.

b. Serve as the proponent for four Army permitted sites: Def Distr Reg West Tracy – Site Code 06827, Defense Supply Center Columbus – Site Code 39225, Defense Distribution Depot Susq – Site Code 42400, and Def Gen Supply Center – Site Code 51595. Provide data for top load in a timely manner, as appropriate and as identified in the annual data collection memorandum.

c. Perform responsibilities in paragraph 2–1*b*.

2–29. Director, Department of Defense Education Activity
The Director, DoDEA will—

a. Serve as a proponent for the ISR Program standards related to DOD-operated dependent school facilities on Army installations as identified in the ISR data collection memorandum, as appropriate.

b. Provide SMS Builder FCI data for top load, as appropriate.

c. Perform responsibilities in paragraph 2–1*b*.

Appendix A

References

Section I

Required Publications

This section contains no entries.

Section II

Related Publications

A related publication is a source of additional information. The user does not have to read a related publication to understand this publication.

AR 10–87
Army Commands, Army Service Component Commands, Direct Reporting Units

AR 11–2
Managers' Internal Control Program

AR 15–1
Department of the Army Federal Advisory Committee Management Program

AR 25–1
Army Information Technology

AR 25–30
Army Publishing Program

AR 25–55
The Department of the Army Freedom of Information Act Program

AR 405–45
Real Property Inventory Management

AR 525–30
Army Strategic Readiness

AR 600–20
Army Command Policy

DA Pam 25–403
Guide to Recordkeeping in the Army

DA Pam 415–28
Guide to Army Real Property Category Codes

DA Pam 525–30
Army Strategic Readiness Assessment Procedures

DFAS–IN Manual 37–100
The Army Management Structure for Fiscal Year (Current)

DODD 7730.65
Department of Defense Readiness Reporting System (DRRS)

DODI 3000.12
Management of U.S. Global Defense Posture (GDP)

DODI 4000.19
Support Agreements

DODI 4165.03
DOD Real Property Categorization

DODI 4165.14
Real Property Inventory (RPI) and Forecasting

FOIA
Freedom of Information Act (Available at http://www.dol.gov/dol/foia/.)

Government Performance and Results Act of 1993
(Available at https://www.congress.gov/bill/103rd-congress/senate-bill/20.)

JP 3–34
Joint Engineer Operations (Available at http://www.jcs.mil/.)

National Defense Authorization Act of Fiscal Year (2018)
(Available at https://www.congress.gov/bill/115th-congress/house-bill/2810/text.)

5 USC
Government Organization and Employees

10 USC
Armed Forces

10 USC 117
Readiness Reporting System

10 USC 2801
Scope of chapter; definitions

31 USC
Money and Finance

Section III

Prescribed Forms

This section contains no entries.

Section IV

Referenced Forms

Unless otherwise indicated, DA Forms are available on the Army Publishing Directorate website at https://www.armypubs.army.mil.

DA Form 11–2
Internal Control Evaluation Certification

DA Form 2028
Recommended Changes to Publications and Blank Forms

Appendix B

Installation Status Report Program Change Management Process

B–1. Function
The intent of the ISR Program CMP is to ensure that all ISR components remain relevant and consistent with current regulations and guidance.

B–2. Purpose
Provide an overview of the cyclical ISR Program CMP. Additional details on the process are found in the ISR Data Collection Memorandum and in ISR Program training documents available at https://isr.hqda.pentagon.mil/index.html.

B–3. Methods
There are two generally accepted methods to introduce change into the ISR Program—

a. Change management process initiatives. A CMPI is a web-based generated form that can be used by any ISR user to identify and recommend a change to inspection materials or metrics for one of the ISR components or related to a function of the ISR system. All submitted CMPIs are logged and maintained at OACSIM where a responsible functional expert determines the best course of action regarding the recommendation. All CMPIs are addressed with the intent to discuss the action during the OACSIM-led CoP and resolved through the formal CMP.

b. Communities of practice change management process. CoP are run by a functional lead and are a forum to exchange information, updates, and best practices. As new information becomes available, such as changes to regulations, a requirement to update ISR components may arise. Through the CoPs, recommendations are forwarded to OACSIM and discussed by relevant stakeholders, to include the Army component and DA level functional leads and MDEP managers.

c. If agreed upon during the CMP, these changes are incorporated into a product for the CMAG and subsequent COC for approval. Changes must be introduced during the CoPs and should not be introduced later than 1 June of each FY or at or after the CMAG. The CoP CMP typically begins in the FY, 2nd quarter for the ISR–I component and in the FY, 3rd quarter for the ISR–S and ISR –MC components. The ISR CMAG and COC is conducted during the FY, 4th quarter. Changes approved by the COC are incorporated into the following FY's ISR reporting process.

B–4. Decision meeting participation
During the CoP CMP, the ISR program manager leads the meeting with participation from all functional leads of the Army components and HQDA representatives. The ISR CMAG focuses primarily on those specific areas where change is proposed. Lead by the ISR program manager, functional leads from the Army components, DA staff, and MDEP managers are required to attend and verify the change packet. The final decisionmaking body is the ISR COC. The Council comprises colonels or O–6 equivalents representing all major command stakeholders. The ISR program manager presents the change packet and rationale for final decision to the COC. Meeting notes and/or minutes are published no later than 7 working days following the conclusion of the meeting.

Appendix C

Internal Control Evaluation

C–1. Function
The function covered by this evaluation is the administration of the ISR Program. This is an internal control evaluation checklist for the ISR Program.

C–2. Purpose
The purpose of this evaluation is to assist assessable unit managers and internal control administrators in evaluating the key internal controls listed below. It is not intended to cover all controls.

C–3. Instruction
Answers must be based on the actual testing of key internal controls (for example, document analysis, direct observation, sampling, and simulation). Answers that indicate deficiencies must be explained and corrective action indicated in supporting documentation. These key internal controls must be formally 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).

C–4. Test questions
Questions for key internal controls are as follows:

  a. Have the processes and procedures for receiving ISR feeder data been identified under memorandums of agreement, memorandums of understanding, or inter-Service, inter-departmental, and inter-agency support agreements?

  b. Are the processes and procedures of ISR data provided to other systems identified under memorandums of agreement, memorandums of understanding, or inter-Service, inter-departmental, and inter-agency support agreements?

  c. Is a review of ISR–I, ISR–MC, and ISR–S standards and metrics conducted annually with changes being identified, prioritized, and reviewed; and when adopted the changes are incorporated into the data collection program?

  d. Is the ISR Data Collection Memorandum published annually?

  e. Is the ISR Web application initialized for the collection cycles within each FY, as scheduled?

  f. Are the ISR–I, ISR–MC, and ISR–S FY implementing instructions coordinated, reviewed, and published annually?

  g. Is ISR training conducted annually?

  h. Are the DA functional proponents conducting or assisting in conducting quality assurance and/or quality control on data submitted with particular attention to out of tolerance comparisons, validation of data collected, and identification of proposed modifications to standards or metrics collected?

  i. Is the CMAG review of the FY data collection program held annually?

  j. Are the ISR–I and ISR–S (performance) data updated and locked quarterly?

  k. Are the ISR–MC and ISR–S (cost) data updated and locked annually?

  l. Is the ISR Program COC conducted annually to brief changes and obtain concurrence to proposed modifications to the ISR Program?

  m. Is AR 210–14 reviewed annually and updated at a minimum of every 5 years?

C–5. Supersession
This evaluation replaces the internal control evaluation previously published in AR 210–14, dated 19 July 2012.

C–6. Comments
Help to make this a better tool for evaluating internal controls. Submit comments to Headquarters, Department of the Army, Assistant Chief of Staff for Installation Management (DAIM–ODR), 600 Army Pentagon, Washington, DC 20310–0600.

Glossary

Section I
Abbreviations

AAFES
Army Air Force Exchange Service

AASA
Administrative Assistant to the Secretary of the Army

ACOM
Army command

ACSIM
Assistant Chief of Staff for Installation Management

AFSB
Army field support brigade

AMC
U.S. Army Materiel Command

ANC
Arlington National Cemetery

ARCYBER
U. S. Army Cyber Command

ARIMS
Army Records Information Management System

ARNG
Army National Guard

ASA (FM&C)
Assistant Secretary of the Army (Financial Management and Comptroller)

ASA (IE&E)
Assistant Secretary of the Army (Installations, Energy, and Environment)

ASCC
Army service component command

ASRA
Army Strategic Readiness Assessment

BSCMB
Base Support Configuration Management Board

CAR
Chief, Army Reserve

CCH
Chief of Chaplains

CG
Commanding general

CIO/G–6
Chief Information Officer/G–6

CMAG
Change Management Advisory Group

CMP
change management process

CMPI
change management process initiative

CNGB
Chief, National Guard Bureau

COC
council of colonels

CoP
communities of practice

CPA
Chief, Public Affairs

CSA
Chief of Staff, Army

CSL
cooperative security location

DA
Department of the Army

DAIM–ODR
Department of the Army Installation Management–Operations Directorate (Real Property and Asset Management Division)

DAIM–RD
Department of the Army Installation Management–Resources Directorate

DCS
Deputy Chief of Staff

DECA
Defense Commissary Agency

DLA
Defense Logistics Agency

DOD
Department of Defense

DODI
Department of Defense instruction

DRRS–A
Defense Readiness Reporting System–Army

DRU
direct reporting unit

FCI
facility condition index

FOS
forward operating site

FRD
facility readiness driver

FY
Fiscal Year

HQDA
Headquarters, Department of the Army

HQIIS
Headquarters, Installation Information System

IMCOM
U.S. Army Installation Management Command

INSCOM
U.S. Army Intelligence and Security Command

ISR
Installation Status Report

ISR–I
Installation Status Report-Infrastructure

ISR–MC
Installation Status Report-Mission Capacity

ISR–S
Installation Status Report-Services

ISS WG
Installation Service Standards Working Group

JP
Joint publication

LRC
Logistics Readiness Center

MDEP
management decision package

MEDCOM
U.S. Army Medical Command

MOB
main operating base

NETCOM
Network Enterprise Technology Command

OACSIM
Office of the Assistant Chief of Staff for Installation Management

OSD
Office of the Secretary of Defense

PMG
Provost Marshal General

SME
subject matter expert

SMS
Sustainment Management System

TJAG
The Judge Advocate General

TRADOC
U.S. Army Training and Doctrine Command

TSG
The Surgeon General

USAASA
U.S. Army Aeronautical Services Agency

USACE
U.S. Army Corps of Engineers

USAR
U.S. Army Reserve

USC
United States Code

Section II

Terms

Base
A five-character designation representing an aggregation of contiguous or near contiguous, common mission supporting real properties under the jurisdiction of the DOD, controlled by and at which an Army organization is permanently assigned (see AR 405–45).

Base Support Configuration Management Board
The BSCMB serves as an oversight and policy governance board for implementing and sustaining results from the Installation Management Data Integrity Project and to address financial, cost, and accounting processes for the installation management community. The BSCMB will focus on installation data constructs, standard cost models, Enterprise Resource Planning posting and cost allocation methodologies, implementing change management, and quality assurance. This board will report to a two star/three star senior leader governance board under the leadership of OACSIM, the Office of the Deputy Assistant Secretary of the Army for Cost and Economics, and the Office of the Deputy Director, Office of Business Transformation.

Building
A roofed and floored facility enclosed by exterior walls and consisting of one or more levels that is suitable for single or multiple functions and that protects human beings and their properties from direct harsh effects of weather such as rain, wind, and sun, and so forth (see DODI 4165.14).

Complex
A complex is a group of two or more facilities that may be in the same or different facility categories that, when used together, support a common operational purpose for a specific user or group of users (that is, rail complex, airfield complex). The layout of complexes must integrate functional, operational, and spatial relationships critical to meeting mission requirements. Not all planned complexes require all of the categories that may be associated with the basic complex of that type. The requirements of the user define the actual complex composition. Some users may require additional facilities not included in the basic complex.

Condition
Indicates whether a facility is or is not serviceable for a useful purpose (see AR 405–45).

Enclave
A management concept of grouping one or more facilities with adjoining land where use rights to the facility (or facilities) and land are granted by the accountable component to the using entity.

Enduring location
A geographic site designated by the DOD for strategic access and use to support U.S. security interests for the foreseeable future. The following types of sites are considered enduring for U.S. Government purposes: main operating base (MOB); forward operating site (FOS); and cooperative security location (CSL). All three types of locations may be composed of more than one distinct site.
a. MOB. An enduring location primarily characterized by the presence of permanently assigned U.S. forces and robust infrastructure that typically includes command and control, highly developed force-protection measures, hardened facilities, and significant quality-of-life amenities, often including family support facilities. MOBs can support both small- and large-scale operations and global contingencies.
b. FOS. An enduring location characterized primarily by the sustained presence of allocated U.S. forces, with infrastructure and quality-of-life amenities consistent with that presence, capable of providing forward-staging for operational missions and support to regional contingencies.
c. CSL. An enduring location characterized primarily by the periodic presence of allocated U.S. forces, with little or no permanent U.S. military presence or U.S.-controlled infrastructure, used for a range of missions and capable of supporting surge requirements for contingencies. CSLs are typically used for missions such as security cooperation and building

partner capacity, and they can support an increased force presence during contingencies of finite duration (see DODI 3000.12).

Facility
A building, structure, or linear structure out to an imaginary line surrounding a facility at a distance of 5 feet from the foundation that, barring specific direction to the contrary such as a utility privatization agreement, denotes what is included in the basic record for the facility (for example, landscaping, sidewalks, utility connections). This imaginary line is what is commonly referred to as the "5-foot line." (see DODI 4165.03). JP 3–34. A real property entity consisting of one or more of the following: a building, a structure, a utility system, pavement, and underlying land.

Facility readiness drivers
a. Tier 1 facility readiness drivers. A facility in support of unit war plans/operational plans, essential to a senior commander's ability to accomplish/provide core functions or designated capabilities. These facilities allow the Army to exercise mission command, collect/process intelligence, train, maintain, arm, protect, house, mobilize, deploy, and receive forces to fight and win.
b. Tier 2 facility readiness drivers. A facility and associated infrastructure that enables Tier 1 FRD or provides organization mission support. This category of facilities is necessary to maintain, supply, service, cover/shield, or enhance forces.
c. Tier 3 facility readiness drivers. Other required facilities that indirectly impact organizational sustainment, Soldier and family welfare, or other installation tasks. Some of these facilities, if uneconomical to repair, may be candidates for divestiture.

Installation
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. For the purpose of DODI 6055.17, the term installation does not include leased facilities (see Section 2801, Title 10, United States Code and DODI 6055.17).

Installation commander
a. Commander of a base, camp, post, station, yard, center, homeport facility for any ship, or other activity under the jurisdiction of the Department of Defense, including any leased facility. It does not include any facility used primarily for civil works, rivers and harbors projects, flood control, or other projects not under the primary jurisdiction or control of the DOD (see DODI 6495.02).
b. For the purpose of this regulation only the generic term commander generally refers to the 'base commander,' or the person responsible for the provision of some or all of the base support services and associated infrastructure at an ISR reporting location. This is the person who approves and certifies (when required) the organization's ISR data. Their actual title may vary depending on the organization to which they are assigned; they may or may not be the installation commander, as defined in the DODI 6495.02. IMCOM has garrison commanders and managers and Army support activity commanders and managers; the USAR has garrison commanders and readiness division commanders; the ARNG has State adjutant generals and base commanders; and AMC has LRC commanders who provide/approve logistic services on IMCOM bases, as well as commanders and directors at AMC bases.
c. For the purpose of this regulation, the term 'installation commander' denotes that person ultimately responsible for the provision and integration of all the installation's base support services and infrastructure. For the Regular Army, this is the senior commander or manager appointed by senior Army leadership. For the ARNG it is a State's adjutant general, and for the USAR it is a readiness division commander. Although in some cases the base commander may certify ISR data, the base commander shall ensure that commander's readiness and overwrite ratings and comments are coordinated to reflect their senior leaderships' priorities.

Installation Status Report components
There are 3 ISR components: ISR–I, ISR–MC, and ISR–S.

Installation Status Report Program reporting organizations
Army-owned installations, sites, enclaves, and bases for which an ISR is submitted. ISR reporting organizations are identified each year as part of the annual data collection memo. Reporting organizations align with the structure of the HQIIS. ARNG and USAR training areas are included in their respective states, territories, and readiness division area for ISR Program reporting. Within ISR, a 'base' is a discrete base support location and is the lowest level of the ISR reporting organization structure. The majority of ISR data has historically been reported at the base level, but the ISR system will be modernized to more fully align with the HQIIS registry of installations and sites. Within ISR today, an installation is comprised of one or more bases. For the purposes of ISR reporting a 'base' may be all of the ARNG real property in a

single State, all of the USAR real property falling under a readiness division spread across a 15 State region, an AMC arsenal, or an IMCOM airfield.

Installation Status Report Program reporting structure
The ISR Program reporting structure is based on the official list of installations, sites, enclaves, and bases in the HQIIS. It identifies the hierarchy of the reporting entity and which components of the ISR are to be reported.

Installation Status Report–Infrastructure
ISR–I provides an evaluation of the facilities on a base. ISR–I assesses the quality and mission support functionality of rated facilities, and provides estimated costs to improve the base's current infrastructure through restoration or modernization. In accordance with DA Pam 415–28, there are nine primary infrastructure facility classes evaluated in the ISR: operations and training; maintenance and production; research, development, test, and evaluation; supply; medical; administrative; housing and community; utilities; and ground improvements and mobility. Detailed descriptions of each are provided in the most current ISR–I implementing instructions. Facility class ratings result from the aggregation of facility category group, subcategory, and category ratings that comprise each facility class. Installation commanders also provide a commander's readiness assessment of each of the nine facility classes with their commander's readiness rating and comments. ISR–I data is used to communicate the readiness of installation facilities to Army, Office of the Secretary of Defense, and Congressional leaders through the DRRS–A, and the ASRA.

Installation Status Report–Infrastructure rating standards materials
Rating standards provide a uniform means to assess the condition of facilities and infrastructure as well as their functionality Armywide.

Installation Status Report–Mission Capacity
ISR–MC measures capacity and capability of the Army's resources such as air, land, water, and energy to support the current and future mission. Results provide leading indicators to assist in identifying deficiencies in capacities, providing dependable supply of energy and water, sustaining critical mission, allocating resources, and improving mission readiness status. ISR–MC focuses on four main resource categories, air, land, water and energy, which are evaluated on the ability to support mission requirements using Armywide standards and performance measures. Detailed descriptions of each are provided in the most current ISR–MC implementing instructions. ISR–MC data is used to communicate the readiness of installation resource areas to Army, Office of the Secretary of Defense, and Congressional leaders through the Army Strategic Readiness Assessment.

Installation Status Report–Services
ISR–S focuses on evaluating the cost, quantity, and quality of installation services against Army standards as provided on an ISR Program reporting organization. ISR–S data is organized into 11 major service areas: command support; housing; Soldier and Family support; logistics; infrastructure support; natural infrastructure support; security services; information technology; human resources management; mission support; and health services. ISR–S supports leadership at all levels with a decision support tool that evaluates the cost, quantity, and quality of providing services at Army installations worldwide. ISR–S assesses installation service quality against established Army standards as well as the cost to provide the service, and communicates the conditions of installation services to Army, Office of the Secretary of Defense, and Congressional leaders through the program objective memorandum process, DRRS–A and the ASRA.

Inter–Service, inter–departmental, and inter–agency support agreement
The support provided by one DOD component to another DOD component (see DODI 4000.19).

Land holding command
A command that has accountability and manages the real property (real estate and infrastructure) which comprises an installation, base, site, or enclave. Land holding commands include IMCOM, ARNG, USAR, and AMC (see AR 10–87).

Linear structure
A facility whose function requires that it traverse land (for example: runway, road, rail line, pipeline, fence, pavement, or electrical distribution line) or is otherwise managed or reported by a linear unit of measure at the category code level (see DODI 4165.14).

Site
Physical (geographic) location that is, or was owned by, leased to, or otherwise possessed by a DOD component on behalf of the U.S. Each site (except for leased) is assigned to a single installation. A site may exist in one of three forms:
a. Land only, where there are no facilities present and where the land consists of either a single land parcel or two or more contiguous land parcels.

b. Facility or facilities only, where the underlying land is neither owned nor controlled by the government. A stand-alone facility can be a site. If a facility is not a stand-alone facility, it must be assigned to a site.

c. Land, and all the facilities thereon, where the land consists of either a single land parcel or two or more contiguous land parcels (see DODI 4165.14).

Structure
A facility, other than a building or linear structure that is constructed on or in the land (see DODI 4165.14).

Supported Service
The supported Service at a joint base transfers its installation support resources to the lead Service.

Supporting Service
The lead Service at a joint base responsible for providing all installation support at the base.

Tenant
The receiver that occupies the real property where requested support is provided (see DODI 4000.19). Any activity or organization that would fund facility sustainment of real property with a different Service appropriation than that of the host or main installation tenant (see AR 405–45).

Utility
A distribution system, commodity source, or commodity collection point that provides a common service or commodity to more than one building or structure (for example, water, electricity, and sewage).

Virtual installation
The ARNG and the USAR have virtual installations composed of multiple sites. The virtual installation construct enables base operations support to off-site USAR and ARNG facilities. ARNG virtual installations and territories are state commanded by The Adjutant General, under which are readiness centers or sites. Each USAR readiness division is, likewise, defined as a virtual installation under which reserve centers are identified as sites.