

Attachment A. Core Data Entities

RPI Core Data Elements

Entity

INSTALLATION

Definition

A base, camp, post, station, yard, center, homeport facility for any ship, or other activity under the jurisdiction of the Department of Defense, including leased facilities or sites at which the Secretary is conducting environmental restoration activities. Such term does not include any facility used primarily for civil works, rivers and harbors projects, or flood control projects. An installation can exist in three possible forms, as follows:

- A single site designated as an installation, e.g., Naval Support Facility Diego Garcia.
- Several non-contiguous or contiguous sites grouped with one of the sites designated as the Installation site (e.g., Fort Lee) and other sites as subordinate (satellite) sites.
- Several contiguous or non-contiguous sites grouped together as a single installation, where no one site is designated as the Installation site, e.g., Army National Guard manages all the sites in a single state as a “virtual” installation.

Business Rule

- Facilities and parcels are not directly assigned to installations, they are assigned to sites.
- An installation unique identifier cannot be duplicated or applied to another installation. If an installation unique identifier is retired, for example, if the installation is transferred from one Service to another Service, then the original installation unique identifier may be reinstated only if the installation reverts back to the original Service.
- When two or more installations are merged, the custody and control of the sites go to the “gaining” component.

RPI Core Data Elements

Entity

SITE

Definition

Physical (geographic) location that is or was owned by, leased to, or otherwise possessed or used by one Military Service or an Agency of the Department of Defense, to include locations under the jurisdiction of the Department of Defense where a hazardous substance has been deposited, stored, disposed of, or placed, or otherwise come to be located. A site may exist in one of three forms:

- Land only, where there are no facilities present and where the land consists of either a single parcel or two or more contiguous parcels.
- 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.
- Land and all the facilities thereon, where the land consists of either a single parcel or two or more contiguous parcels.

Business Rule

- A facility must be assigned to a site. If the facility is a stand-alone facility, it may be its own site.
- Where there is more than one facility within a defined geographic area, a site can be created for these facilities.
- Each and every parcel must be assigned to a site.
- The perimeter of the site will be delineated by metes and bounds, other survey methods or the geographic location of the facility for stand-alone facilities and must be a part of the electronic record.
- Each site must be assigned to one and only one installation.
- A site will have a site unique identifier which cannot be duplicated or reused.
- Even if the site expands or contracts, the site unique identifier assigned to the site remains the same. The description or attributes of the site will change. Historical data remains with the real property asset record of the parcel or the facility.
- When two or more sites are merged, the gaining site will receive the real property asset records (land and/or facilities) through an association of these records to the site unique identifier via the real property asset record RPUID. The losing site will have its site unique identifier archived.
- A building of leased space can be a stand-alone site. Each lease within the building, however, receives a separate property record for inventory purposes if the space is acquired in different transactions.
- A site implies access can be unilaterally controlled by the Service or responsible entity.
- Equal status among sites exists in that there is no “parent-child” relationship between sites.
- If an area of land is divided by a road, the area is a single site if the installation has the authority to close the road to through traffic, e.g., enclose the entire land area with a fence.

RPI Core Data Elements

Entity

REAL_PROPERTY_ASSET

Definition

Real Property Assets include land and improvements to land, buildings, and facilities, including improvements and additions thereto, and utilities systems in which the DoD has an interest. It includes equipment affixed and built into the facility as an integral part of the facility (such as heating systems), but not movable equipment (such as plant equipment, industrial equipment, buoys). In many instances this term is synonymous with Real Estate which includes land and interests therein, leaseholds, buildings, improvements and appurtenances thereto, owned by the United States. It also includes piers, docks, warehouses, rights-of-way and easements, whether temporary or permanent, and improvements permanently attached to and ordinarily considered real estate. It does not include machinery, equipment, or tools, which have been affixed to, or which may be removed without destroying the usefulness of the structure.

Business Rule

The DoD will use the RPUID to permanently and uniquely identify all real property assets in which the DoD has an interest. The following business rules define how the RPUID is used, when it is created, and specifics associated with non-owned property.

The RPUID:

- is assigned to all real property assets (parcels, buildings, structures, utility systems, roads, etc.) in which DoD has an interest.
- does not replace any of the commonly used identifiers currently in existence, such as facility number or building name, but will instead compliment them.
- is assigned to the real property asset, not to the owner or the installation since the owner and installation may change over time.
- is not based on the characteristics of the asset and does not change when criteria of assignment or the attributes of the real property asset changes.
- remains a part of the real property asset for the life of the asset and is archived with the asset record at the time that the Department relinquishes its interest. In essence, the Real Property Unique Identifier becomes the glue that holds the system(s) together.
- is the key element that will allow DoD to track financial and physical changes of the real property assets over the life cycle and beyond of the asset.
- will be assigned when:
 - an acquisition contract, (land purchase, construction, or design-build effort), is awarded,
 - ownership of an asset is initially transferred into the Military Department/WHS,
 - a leasing contract is awarded,
 - an asset is permitted from another government agency,
 - a license agreement is executed,
 - a Status of Forces Agreement (SOFA) is negotiated and signed, or
 - an easement is negotiated and signed.
- expansion (or contraction) of a facility, land or leased space does not require a new RPUID – although the attributes will change, the RPUID remains the same.

- a gap in time of a lease will require a new RPUID assignment. An example of a gap in time of use could be a lease expiration and re-acquisition after a period of time rather than an option being exercised upon termination of the original duration.
- a single lease or occupancy agreement that includes multiple, individual properties requires that each property be assigned a RPUID.

RPI Core Data Elements

Entity

FACILITY

Definition

A facility is a building structure, or utility under the command or control of a Military Service or the Washington Headquarters Service (WHS).

Business Rules

- Acquisition – If a new facility is constructed or acquired, a new real property asset record will be created and a new RPUID will be assigned when the construction contract is signed.
- Renovation – If a facility is partially or totally renovated, the original RPUID will still apply but the real property asset record attributes will change.
- Expansion – If a facility is expanded, the original RPUID will still apply but the real property asset record attributes will change.
- Disposal - When the disposal action for an entire facility (full) is completed, the real property asset record and RPUID will be archived at the time that the Department relinquishes its interest. When a disposal action only affects a portion of an existing facility (partial), the remaining part of the facility will retain the existing RPUID but the real property asset record attributes will change. The part of the facility disposed of will require a new real property asset record with a new RPUID. The real property asset record and RPUID for the part of the facility disposed of will be archived at the time that the Department relinquishes its interest.
- Network facilities traverse a site or sites and are contained within a single installation. An exception occurs if two nearby (or adjacent) installations share a utility or other linear asset, for example, a rail line or a water and sewage system. In those cases, the rules of assignment of sites and installations will apply to inventory the assets.
- Each total linear asset will be assigned a RPUID. Each linear asset will have its own real property asset record. Each linear asset segment will be assigned its own module Seg X which contains the segment specific attributes of each segment of the total linear component of a network facility. Each structure, facility or other “footprint” (non-linear) asset will be assigned its own RPUID and have its own real property asset record.
 - Acquisition – any linear or non-linear asset acquired in the future will be entered into the RPI in segments based on the rules above. Each subsequent segment (linear) or node (non-linear) will be assigned its own Seg X module of a real property asset record.
 - Expansion – if a segment is expanded and this expansion does not create another segment based on the rules above, then the old Seg X module will still apply and the attributes will be updated. If a new segment is required due to this expansion then the new segment will be assigned its own Seg X module.
 - Renovation – Renovations can occur in one of two ways: an entire segment is renovated or a part of a segment is renovated.○ If a renovation involves all or part of a single segment, the affected segment’s data attributes will be adjusted accordingly with the cost entered as an improvement in the RPI. The RPI would have the capability for many such entries over the life cycle of the system. ○ If a renovation project affects multiple segments, each segment will maintain its Seg X module and

the replacement date, amount of segment replaced, and the cost would be entered into the appropriate real property asset record as an update to its attributes. The cost entered for each segment would be prorated based on linear feet of replacement or renovation in each segment.

- Disposal – If a segment or group of segments is disposed of, then the Seg X module(s) and attributes of the module(s) will be updated. This is also applicable for partial segment disposal.
- Facilities are not directly assigned to installations, they are assigned to sites.

RPI Core Data Elements

Entity

LAND

Definition

A parcel is a specific area of land that is under the command or control of a Military Service or the Washington Headquarters Service (WHS). A parcel is created by a transaction whereby a Military Service or the WHS acquires any interest in land, and the interest so acquired is evidenced by a legal instrument.

Business Rule

- Acquisition – If additional land, contiguous or non-contiguous is acquired, this will constitute a new parcel requiring a new real property asset record with a RPUID. If land is transferred to another installation, the land parcel will retain its original RPUID but its relationship (using the parent-child relationship) will change to a new site associated to the acquiring installation.
- Renovation – Land is not renovated. An improvement to land may be fill, trees, grading, or a berm as examples. The RPUID will not change because the land itself has not changed.
- Expansion – Same as acquisition.
- Disposal - When the disposal action for an entire parcel is completed (full), its real property asset record, RPUID and associated information will be archived at the time that the Department relinquishes its interest. When a disposal action only affects a portion of a parcel (partial), the remaining part of the parcel will retain the existing RPUID but the real property asset record attributes will change. The part of the parcel disposed of will require a new real property asset record with a new RPUID. The real property asset record and RPUID for the part of the parcel disposed of will be archived at the time that the Department relinquishes its interest.
- Parcels are the smallest sub-unit of land in the RPI, therefore, the building blocks of land for a site. • Contiguous parcels must be assigned to a single site. A parcel can be a site if no additional parcels are adjacent.
- Parcels are not directly assigned to installations, they are assigned to sites.
- A parcel must be assigned to a site. Parcels may be assigned in contiguous groups or as a single parcel.
- A split parcel (generally by disposition) will result in a new asset record created for the split off portion. The remaining portion of the parcel retains the old asset record, the attributes of the record are adjusted to reflect the change to the parcel. • Parcels are not merged; they remain separate for inventory purposes. If additional land area is acquired contiguous to an existing parcel, it is simply inventoried as another parcel. Parcels can be grouped into sites.
- Geo-political data elements subject to periodic changes (for example, rural/urban designations) will be systematically updated.
- Interest codes for land parcels are the same set of interest codes as for a facility and will represent a DoD standard code list.
- A parcel is created by a transaction whereby a Military Service or WHS acquires any interest in a parcel of land and the interest so acquired is evidenced by an appropriate legal instrument.

RPI Core Data Elements

Entity

LEASE

Definition

A written agreement which conveys a possessory interest in real property, usually exclusive, for a period of time for a specified consideration.

Business Rule

RPI Core Data Elements

Entity

BUILDING

Definition

A roofed, floored and walled structure that is completely enclosed.

Business Rule

RPI Core Data Elements

Entity

STRUCTURE

Definition

A facility classified as other than a building or linear asset.

Business Rule

RPI Core Data Elements

Entity

LINEAR_ASSET

Definition

A distribution system that provides a common service or commodity to more than one building or structure.

Business Rule