



USAG RP Directorate of Public Works Facility Manager (FACMAN) 8-Hour Course



WE ARE THE ARMY'S HOME



31 May 2023

Truett D Sanchez, P.E, C.E.M
USAG Rheinland-Pfalz DPW, Director
U.S. Army Installation Management Command

USAG Rheinland-Pfalz Organizational Chart

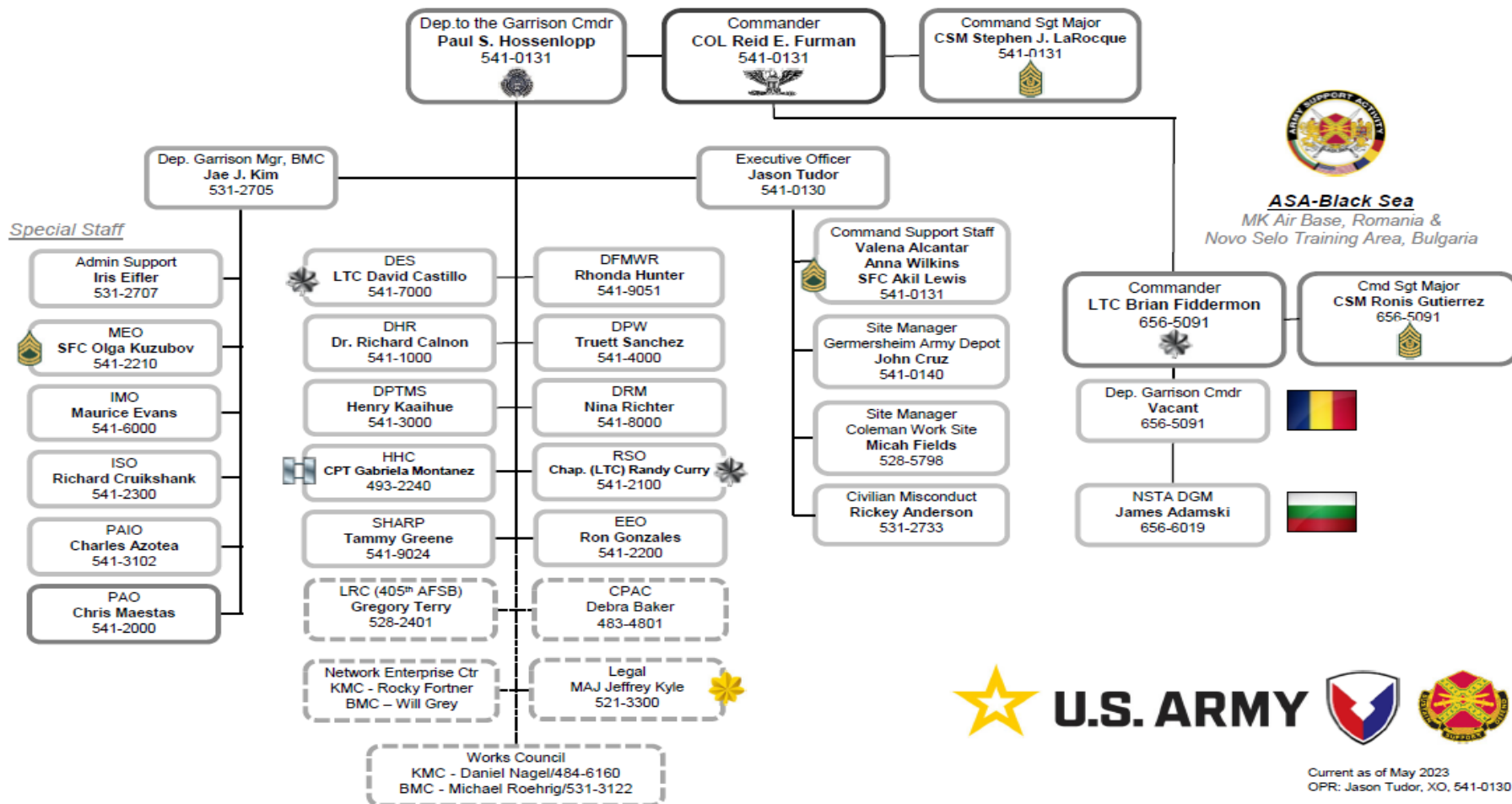
MISSION

U.S. Army Garrison Rheinland-Pfalz serves, supports, and secures the total force community enabling power projection for the European Theater.



VISION

A trusted team of Army Professionals dedicated to supporting our mission partners and communities. We deliver world-class garrison services and enable readiness to meet emerging requirements.



U.S. ARMY



Current as of May 2023
OPR: Jason Tudor, XO, 541-0130



Current Operating Environment Area of Responsibility / Footprint



FACMAN/DPW

Overview

Truett Sanchez
Director

Truett.d.sanchez.civ@mail.mil

DSN: 541-4000

Our mission: IMCOM integrates and delivers base support to enable readiness for a globally-responsive Army.



- **We Are the Army's Home**
- ***Our vision: Committed to Service – Enhancing Readiness – Sustaining the Army Culture***
- *IMCOM handles the day-to-day operations of U.S. Army installations around the globe – We are the Army's Home. Army installations are communities that provide many of the same types of services expected from any small city. Fire, police, housing, and child-care are just some of the things IMCOM does in Army communities every day.*



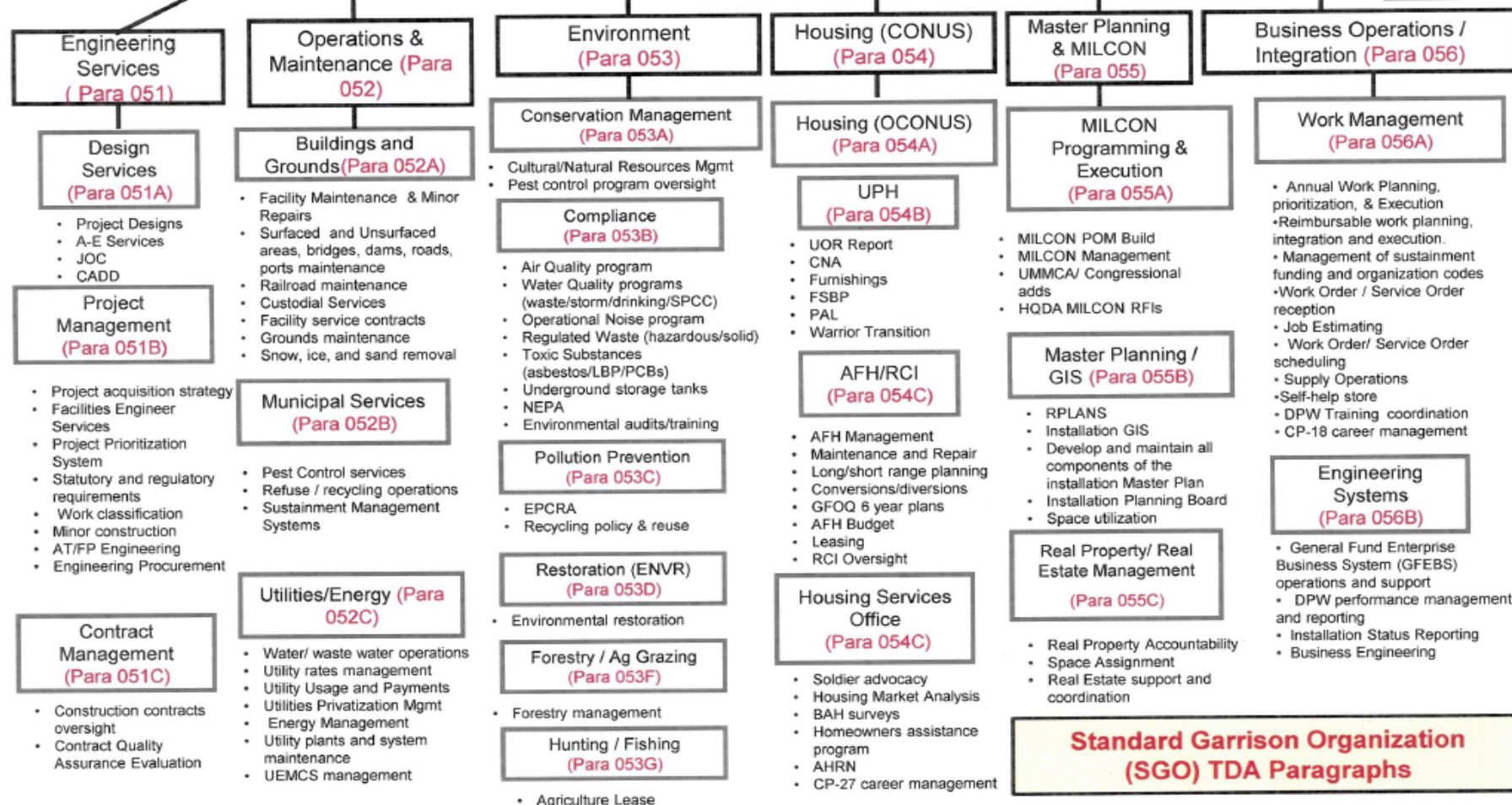
- Welcome/Introductions – DPW/Director/AOB: 0900-0930 (30 minutes)
- ✓ Introductions (*Name, Rank/Grade, Position, Unit, Location, HOR*)
- DPW Overview – Director: 0930-0945 (15 minutes)
- Why FACMAN – Director: 0945-1000 (15 minutes)
- Customer Service Overview: 1000-1030 (30 minutes)
- Business Operations – BOID: 1030-1100 (30 minutes)
- Installation Status Report-Infrastructure – MPRPD: 1100-1200 (1 hour)
- Lunch 1200-1300 hours (1 hours)
- Energy/Environmental – EMD: 1300-1400 (1 hour)
- Safety – ISO: 1400-1430 (30 minutes)
- eMH, ALERT & ICE- Director/AOB 1430-1445 (15 minutes)
- Stationing: 1445-1515 (30 minutes)
- Test/Graduation – DPW: 1515 - 1600 hours (45 minutes)

DPW ROLES AND RELATIONSHIPS



USAG RHEINLAND-PFALZ

Garrison Public Works (DPW)— (Para 50-56)

Admin
Support




U.S. ARMY

Directorate Public Works (DPW)

MISSION: The Directorate of Public Works' mission is to provide safe, clean, comfortable and functional facilities in an environment to meet the needs of Soldiers, civilians and family members within U.S. Army Garrison Rheinland-Pfalz.

- Master Planning and Real Property Division (MPD)

MPD develops and maintains Master Plans, conducts Real Property Planning Board meetings, provides Major Construction Programming Services and provides maximum utilization of Facilities. The Real Property Branch services the acquiring, managing and disposal of Real Property & Estate.

- Environmental / Energy Management Division (EMD)

EMD provides environmental and energy guidance, support and liaison services to those who live, work and train on the installation. Their role is to ensure the military community complies with all necessary environmental requirements.

- Business Operations & Integration Division (BOID)

BOID provides management of directorate resources, information technology, human resources and organizational strategic planning along with financial planning, analysis, programming support and industrial engineering services.

- Facility Engineering Division (FED)

FED provides engineering support and construction project management to the Garrison. The DPW's Engineering Division plans, organizes, coordinates and oversees planning, execution of design, and construction.

- Housing Management Division (HMD)

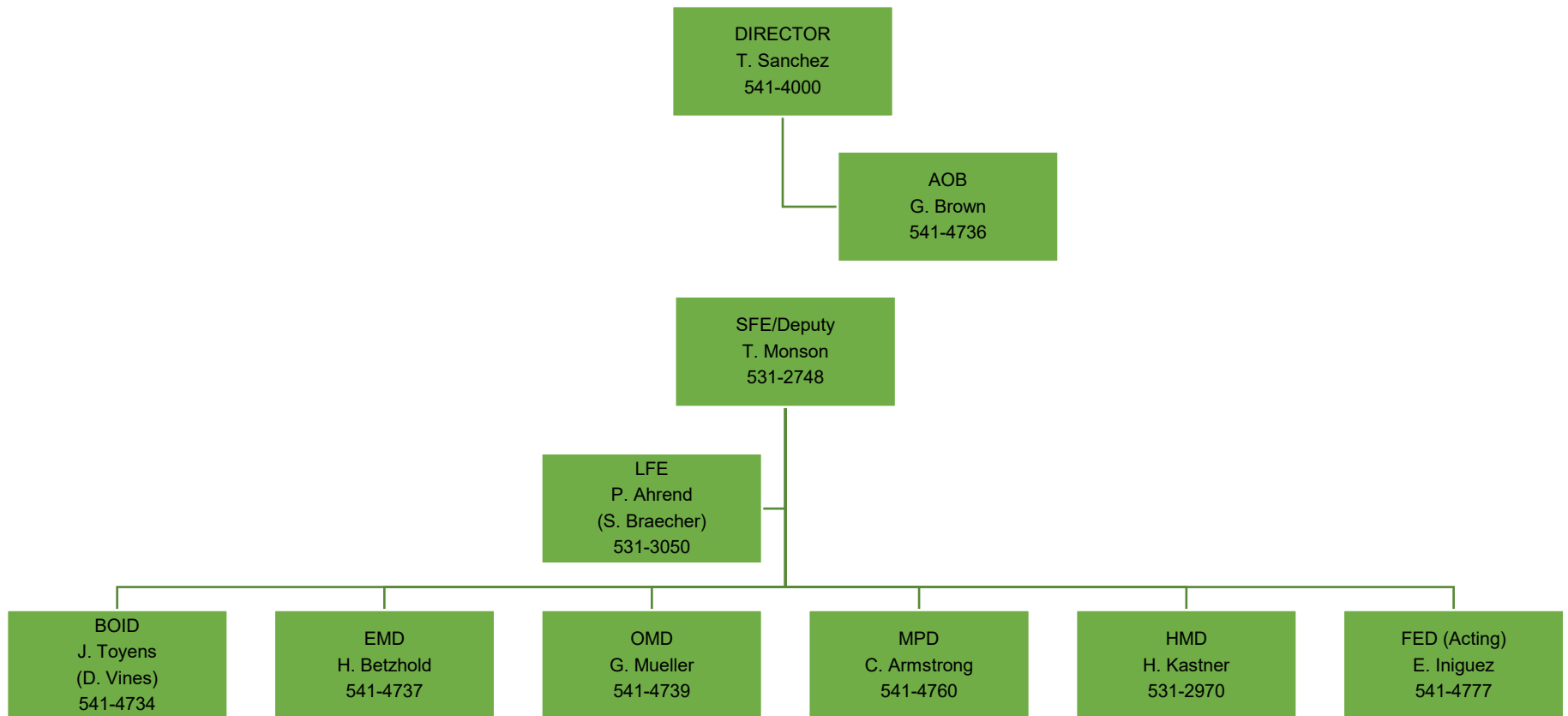
HMD supports personnel with unaccompanied, on post and private rental housing. Administers housing entitlements, furniture support and provides guidance to Command on Exceptional Situations in support of Soldiers and their families.

- Operations & Maintenance Division (OMD)

O&M supports the Garrison mission through effective use of energy, providing/maintaining sustainable facilities/infrastructure, and emphasizing a culture of safety.



DPW ORGANIZATION



DPW Mission

The DPW will enhance the readiness of the forces by:

1. Providing quality, responsive support to the community for facilities, utilities, and natural resources.
2. Providing a responsive feedback system to the customer concerning requested support.
3. Reviewing and technically approving all projects to ensure engineering adequacy and compliance with the USAG Rheinland-Pfalz Facility Plan, the Installation Design Guide (IDG), current Department of Army construction criteria, and the IMCOM Europe Guidelines for Offices.
4. Managing the Environmental Program to ensure compliance with the Environmental Quality Control Committee (EQCC), US, and host nation statutes and regulations.
5. Managing community construction, maintenance, and repair programs.
6. Encouraging customer participation in the self-help program.
7. Managing Family Housing, Off-Post Housing and Barracks
8. Providing liaison for all US Army personnel and their family members served by the Air Force Housing Office, Vogelweh.



Army Maintenance Application (ArMA)

24/7 App: www.armymaintenance.com

Kaiserslautern Military Community (KMC):

24/7 Army Maintenance: 0631-411-7175 / 7281 / 7385 / 8929 **115**

24/7 Air Force Housing Maintenance: 06371-463-9510

Email: CE.Customer.Service@us.af.mil

Baumholder Military Community (BMC):

0800-1630 M-F; not on German/American holidays: 0611-143-531-3060 **115**

Afterhours Emergency: 06783-6-115 (US Fire Department)

Email: usarmy.rheinland-pfalz.usag.mbx.dpw-bmcsubmit4283@mail.mil

Germersheim Army Depot (GAD):

0730-1600; M-Th; 0730-1430 on Fri; not on Ger/Am holidays: 0611-143-541-4542 **115**

Afterhours Emergency: 0631-303690 (US Fire Department)

Directorate of Public Works (DPW) Headquarters:

0700-1630 M-F; not on American holidays: 0611-143-541-4000

<https://home.army.mil/rheinland-pfalz/index.php/about/directorates-support-offices/directorate-public-works-dpw>

Email: usarmy.rheinland-pfalz.id-europe.list.dpwonestop@army.mil

POLICE: 110

FIRE / MEDICAL: 112



Army Regulation 420-1, Army Facilities Management



Summary. This regulation addresses the management of Army facilities. Specifically, it describes the management of public works activities, housing, and other facilities operations and management, military construction program development and execution, master planning, utilities services and energy management, and fire and emergency services. Also, it identifies and synthesizes other regulations that provide detailed facilities management policy.

Purpose

This regulation provides policies and responsibilities for conduct and management of facilities engineering, housing, fire and emergency services, and environmental support.

TASKORD: FACMAN Appointment

(U) Situation. The US Army Garrison Rheinland-Pfalz (USAG RP), Directorate of Public Works (DPW), like most other Garrison directorates, has seen significant budget reductions impacting both in-house and contracted workforce over the past several years; however, the DPW mission must continue to be accomplished. To assist DPW with accomplishing its mission, this Task Order directs/requests unit leaders appoint a competent individual to be assigned as a Facility Manager (FACMAN).

(U) Mission. Unit commanders, directors, and tenant organization heads, within the USAG RP AOR, will appoint at least one primary and one alternate FACMAN and provide a copy of appointment memorandums to the USAG RP Directorate of Public Works, Business Operations and Integration Division (BOID).

(U) Commander's Intent. To ensure adequate assignment of FACMANs to serve as DPW Liaison Officer (LNO) to provide the consolidated responsibilities of the following duties: 1) Installation Status Report-Infrastructure (ISR-I) Inspector, 2) Building Energy Monitor (BEM), 3) Building Environmental Officer (EO), and 4) Hazardous Substances Manager (HMS), if applicable. NOTE: In addition to the previous "mandatory" duties, unit leaders may also consider appointing the FACMAN with the following duties: 4) Collateral Duty Safety Officer, and 5) Building Fire Marshall.



Customer Service Overview

BIO

Education/Certifications:

Master of Business Administration, MBA
/ IMCOM Certified SCC OPEX Train The
Trainer Instructor.

Relevant Work History:

Over 20 years of Government Service
delivering outstanding and quality
services to Soldiers, Families, Retirees,
and Civilians in the areas of Sports &
Recreation, CYS, Warrior Zone, BOSS
Program, Community Special Events,
and Workforce Development.

Facilitator Experience:

Began facilitating adult courses in 2007
to include Red Cross Trainings and
Volunteer Coaches Training. Have
facilitated OPEX courses since its
introduction at the MWR Academy and
since 2017 for the APF side and now
conduct it in German as well for our LN
workforce.



Mr. Eloy Campos

FACMAN = Service Provider

Customer = Building Occupant (and/or Leadership)

Service = * 15 ICE Services

* Priorities

1. Life, Health & Safety (LHS)
2. Supports current mission
3. Supports future mission
4. All others (SAF)

C – Cheerful Greeting

U – Use Positive Communication

S – Show Positive Image & Attitude

T – Teamwork

O – Own Your Job

M – Make it up to the Customer

E – Extra Mile

R – Remember to Thank the Customer

Directorate of Human Resources (DHR)

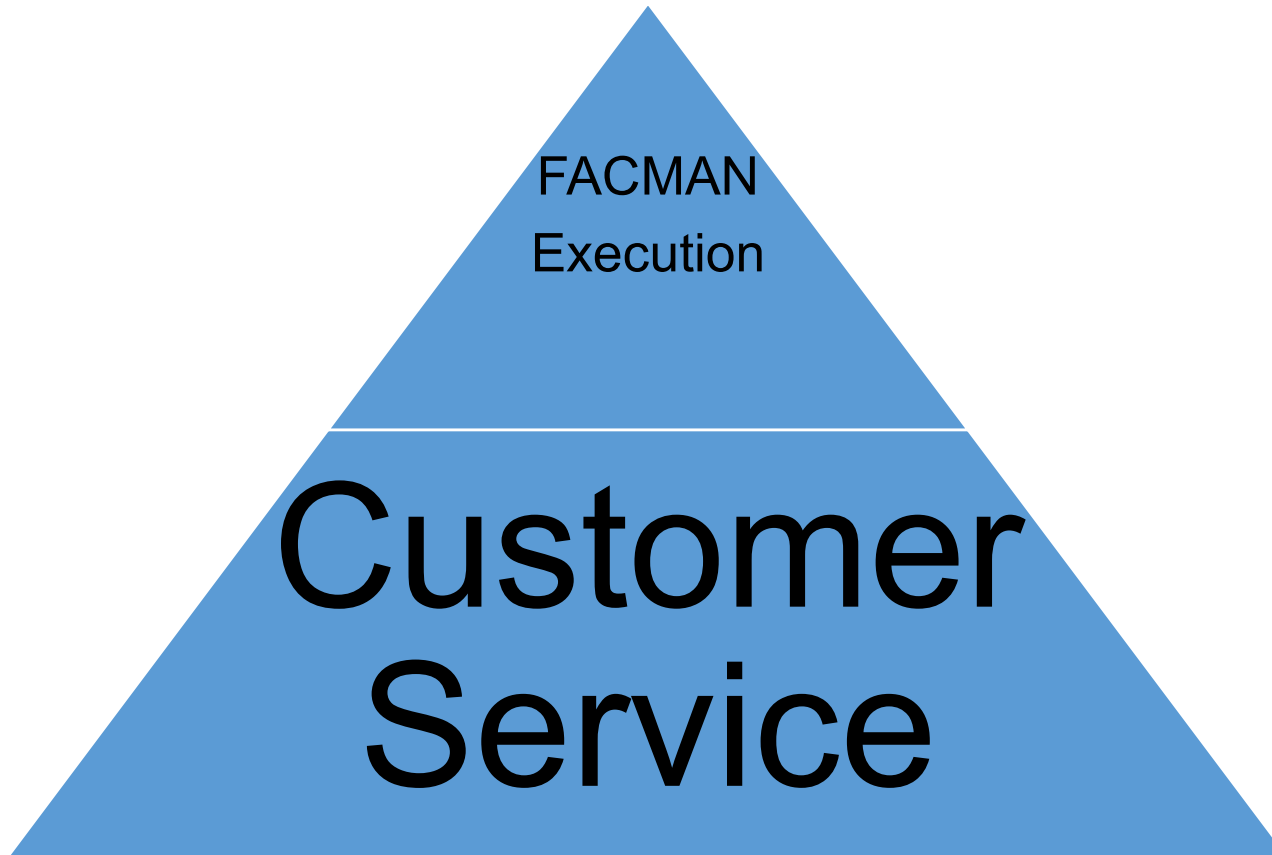
Workforce Development Professional Development Courses

COURSE	DATE	LOCATION
Emotional Intelligence (Employees)	4/25/2023	BAUMHOLDER
The Ideal Team Player (Supervisors)	4/27/2023	BAUMHOLDER
Good To Great (Supervisors)	5/2/2023	KLEBER
Accountability (Supervisors)	5/11/2023	KLEBER
Emotional Intelligence (Supervisors)	5/25/2023	KLEBER
Accountability (Employees)	5/30/2023	KLEBER
Emotional Intelligence (Employees)	6/1/2023	BAUMHOLDER
Leaders Eat Last (Employees)	6/13/2023	BAUMHOLDER
Leaders Eat Last (Employees)	6/22/2023	BAUMHOLDER
Leaders Eat Last (Supervisors)	6/27/2023	BAUMHOLDER
Emotional Intelligence (Supervisors)	7/6/2023	KLEBER
Leaders Eat Last (Supervisors)	7/13/2023	KLEBER
Leadership is an Art (Supervisors)	7/25/2023	KLEBER
Start With Why (Employees)	7/27/2023	KLEBER

Training courses are offered to Garrison employees. **Any unfilled spaces will be extended to all other Commands five days prior to the training date.**

Contact the Garrison Workforce Development Team for registration.

usarmy.rheinland-pfalz.id-europe.mbx.garrison-wf-development@army.mil.



BOLD Overview

Mr Jesus Toyens

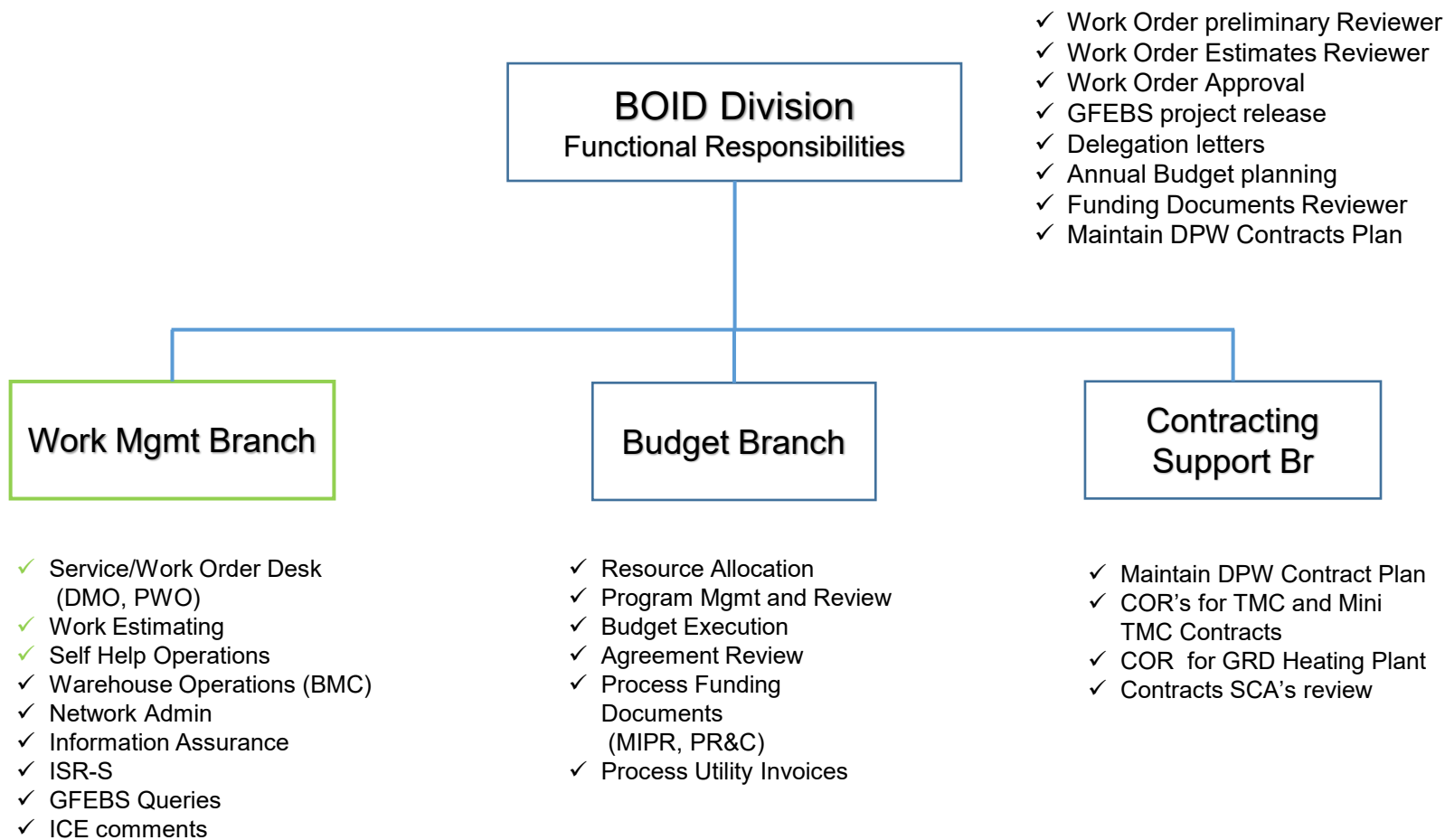
Chief, Business Operations & Integration Division

Jesus.toyens.civ@mail.mil

DSN: 541-4734



BOID Primary Functions



DPW Common Acronyms

AR	Army Regulation
CLS	Common Levels of Support
COR	Contracting Officer's Representative
DFAR	Defense Federal Acquisition Regulation
DFAC	Dining Facility
DMO	Demand Maintenance Order (<i>GFEBS term</i>)
DPW	Directorate of Public Works
GFEBS	General Fund Enterprise Business System
IJO	Individual Job Order
IMCOM	Installation Management Command
J-Account	Operations of Utilities
K-Account	Maintenance and Repair of Real Property
KO	Contracting Officer
L-Account	Minor Construction
M-Account	Municipal Services
OWO	Operational Work Order (<i>GFEBS term</i>)
PM	Preventive Maintenance
PMO	Preventive Maintenance Order (<i>GFEBS term</i>)
PWO	Project Work Order (<i>GFEBS term</i>)
SFE	Senior Facility Engineer
SO	Service Order
SOO	Standing Operating Order
SRM	Sustainment, Restoration & Modernization
TMC	Total Maintenance Contract





Facilities Maintenance and Repair

Maintenance and repair includes, but is not limited to, the maintenance and repair of facilities, structures, transportation infrastructure of roads, parking areas, sidewalks, and the storm water management system. Maintenance and repair work are performed on either a scheduled or an unscheduled basis to preserve and maintain a facility in such a condition that it may be used effectively for its designated functional purpose.

- Scheduled services are documented through Preventive Maintenance Orders (PMO) and Operational Work Orders (OWO).
- Unscheduled services are documented through Demand Maintenance Orders (DMO). These services include work that is either corrective in nature (e.g., repairs, modifications, installations, and replacements) or not generally considered to be a maintenance activity. DMO's are categorized by priority: Emergency, Urgent, or Routine.
- Project Work Orders (PWO) are used for unscheduled work exceeding the scope of a DMO.

New Work: Work that result in the creation or addition to an existing facility or a building component, irrespective of whether the work is funded from a construction or an operation and maintenance (O&M) account.



DPW Primary Funding Sources

TYPE	USAGE	REQUIREMENT	ACTUAL
Sustainment (Srm)	Maintenance, Repair and Minor Construction (< \$7.5M)	100% FSM	67% FSM
Restoration & Modernization (sRM)	Repair (< \$7.5M); Minor Construction (< \$2M)		\$0
Base Operations Support (BOS)	Municipal Services (Grounds, Snow, Pests, Refuse, Recycling) Utilities (Gas, Elect, Water, Fuel)	100% BRM	"SALY"



FY21 Garrison Decision Support Tool (GDST)

1) IMPACT TO LIFE, HEALTH SAFETY (LHS)

HIGH (RAC 1 or 2) = 50
MEDIUM (RAC 3 or 4) = 25
LOW (RAC 5) = 15
N/A = 0

2) RISK OF ASSET FAILING

HIGH (12 months) = 50
MEDIUM (24 months) = 25
LOW (36 months) = 15

3) OACSIM FACILITIES READINESS DRIVER

T1 = 50
T2 = 25
T3 = 15

4) ISR INFRASTRUCTURE RATINGS

F4=4	Q4=4	R4=4	*C4=4
F3=3	Q3=3	R3=3	*C3=3
F2=2	Q2=2	R2=2	*C2=2
F1=1	Q1=1	R1=1	*C1=1

* Real Property Planning and Analysis System (RPLANS)

5) Army Senior Leadership (ASL) PRI "Facilities Investment Program"

1 Quality of Life on Army Installations = 15
2 Strategic Readiness & optimized Power Projection Capacity = 14
3 Army Training & Readiness Facilities = 13
4 Army Industrial Base = 12
5 Facility Modernization to support Army Modernization = 11
6 Remaining Facilities = 10

6) SRO/GC PRI

HIGH = 14
MEDIUM = 13
LOW = 12

7) GBOD/CUSTOMER PRI

HIGH = 5
MEDIUM = 4
LOW = 3

MAXIMUM SCORE = 200



All information acquired from
AR 420-1 (2008), DFARS 222.402-
70 (2012), and GFEBS (2016).

Task Categorization

DMO (SO)

- Demand Maintenance Order
- Known as Service Order (SO) in AR 420-1
- Unscheduled/Unplanned
- Used for Services/Maintenance/Repairs in response to customer request
- Orders requiring 32 hours become PWO and are subject to construction wages (per DFARS)
- 3 levels of Priority*

P1—Emergency/Critical: responded to ASAP and no later than one hour of the request; completed within 24 hours of request unless urgency has been reduced to Urgent

P2 – Urgent: complete in 7 duty days

P3 – Routine: complete in 30 calendar days

OWO (SOO)

- Operational Work Order
- Mostly scheduled work; predictable
- **Recurring services** other than preventive maintenance in same place(s) and at same frequency
- Can vary significantly in nature, scope, location
- May involve multiple crafts and subcontractors
- Any changes in scheduled workload will be incorporated into contract by modification
- Requires DA Form 4283

PMO (PM)

- Preventive Maintenance Order
- Known as Preventive Maintenance
- Scheduled work
- **Recurring maintenance**
- Requires DA Form 4283
- Fixed prices for each job

PWO (IJO)

- Project Work Order
- Known as Individual Job Order (IJO) in AR 420-1
- Unscheduled work
- Exceeds scope of DMO
- Individual, non-recurring
- Used for major repair, preventive maintenance, renovation, and/or alteration
- Used for minor construction or services “projects”
- NOT used for A+E design
- Must be Competed
- Threshold of \$150,000 per project
- Requires DA Form 4283-1

* Levels of Priority:

Priority 1 - Emergency/Critical
Priority 2 - Urgent
Priority 3 - Routine



Work Execution Examples (1/2)

DMO

Demand Maintenance Orders

Priority 1

Emergency/Critical

- Gas, oil, and steam leaks
- Building floods
- No water, hot water, or steam in medical or dining facilities
- Safe and Secure Alarms/Doors, etc.
- Sewage backing up into building
- Total power outage in a building
- Downed high voltage powerline
- No heat or air conditioning in soldier living quarters
- Loss of heat during periods of cold weather
- Locksmithing
- Pest Extermination
- Natural Disasters

Priority 2

Urgent

- Inoperative emergency or exit lighting
- No air conditioning if temperature is over 80°F in buildings other than soldier living quarters
- Broken floor decking, stairs, docks, etc.
- Continuously running water (toilets, faucets)
- Inoperability of plumbing fixtures and drain lines when other facilities are available in the same building

Priority

Routine

- Replace broken wiring
- Repair plumbing fixtures; other fixtures are available not causing damage to the facility
- Repair sticking door or window
- Repair a pothole
- Roof leaks
- Pest Control
- Chemical toilet requests and maintenance
- Washer/dryer repair

PWO

Project Work Orders

- Repair/Replace air handlers
- Install handicap ramp
- Painting exterior of large building
- Repair/Replace fire escape

OWO

Operational Work Order

- Yearly Christmas tree lighting
- Seasonal HVAC system changes
- Scheduled grounds maintenance – grass cutting, street sweeping, snow plowing
- Pest Management services
- Refuse removal
- Snow removal

PMO

Preventive Maintenance Orders

- Daily boiler plant operations, sewage plant operations
- Daily testing of water
- Monthly inspections of lift stations
- Annual cleaning of cooling towers
- Annual inspection of sump pumps
- Grounding point testing
- Preventive maintenance of HVAC units (e.g., filter replacements)
- Fire/Security alarm troubleshooting
- Fertilization and Herbicide
- Asbestos inspection/reports
- Lead containing paint surveys and reports



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Who to call for a Demand Maintenance Order (Service Order)

Location: (KMC Area) Daenner Kaserne, Bldg. 3113

- Hours: 0730 - 1600 Monday through Friday
- Phone: DSN 483-7175 / 8929 / 7281
CIV 0631-411-7175 / 8929 / 7281

Location: (BMC Area) Smith Barracks, Bldg 8165

- Hours: 0800-1630 Monday-Friday
- Phone: DSN 531-3060
CIV 0611-143-531-3060; After hours call 115

Location: Germesheim

- Hours: 0715-1200 and 1230-1600 Monday to Thursday; Friday 0715-1200 and 1230-1430
- Phone: DSN 314-541-4842 or CIV 0611 143 541 4842; After hours call 115

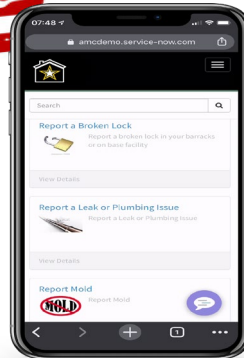
Location: Gruenstadt

- Hours: 0730-1600 Monday-Friday
- Phone: 06359-808241; after hours 112



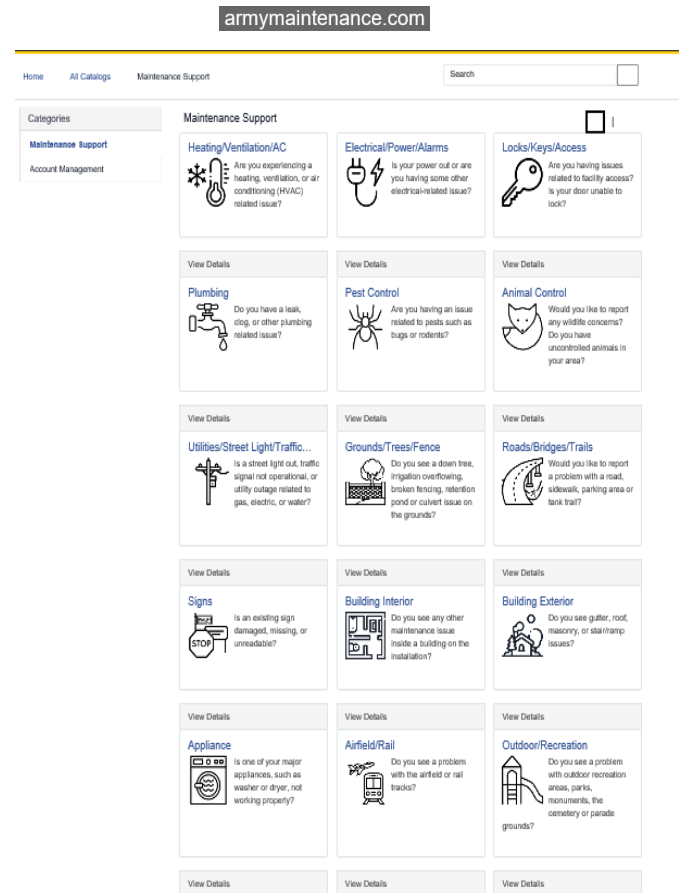
Army Maintenance App (ArMA)

OPEN 24-7



Army Maintenance Application (ArMA) App

- Army Maintenance Application (ArMA) is a new system that allows all tenants on Army installation from fence to fence (not privatized housing) to electronically submit and track DMOs to the DPW work order desk.
- The app can be launched on a computer or smart phone through a publicly available website.
- Do not use ArMA for emergencies, such as appliance and furnishing.
- Those requests should not be submitted using ArMA.
- Contact the Service order desk: BMC 531-3060 or KMC UPH office 541-5260.



ArMA Overview

- ArMA Functions

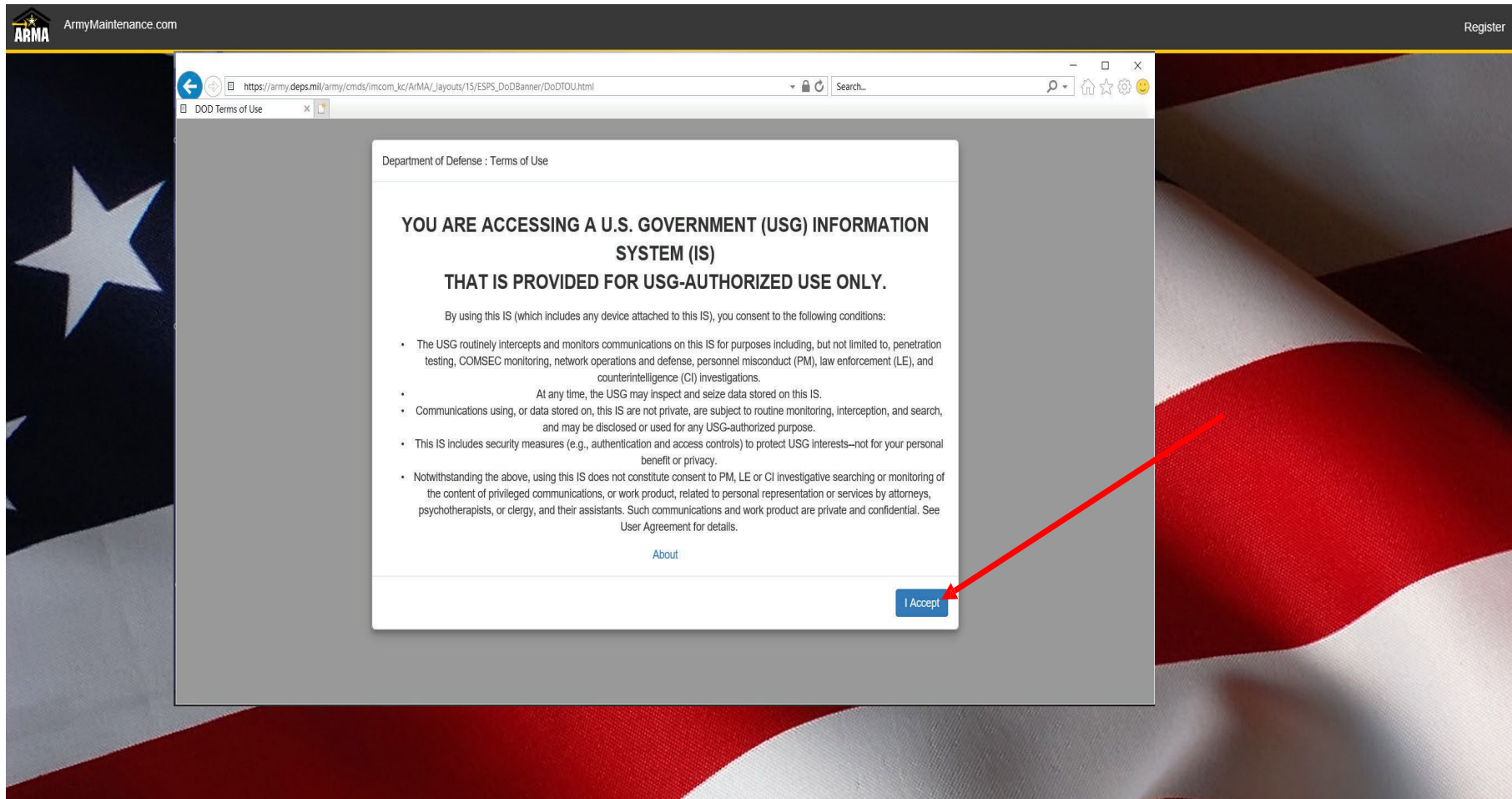
- Quickly and easily submit housing related questions or issues via a phone or web browser
- Include pictures of the issue
- Check the status of an issue on-line
- Communicates with tenants via email and text
- Submit questions, comments, or responses to the DPW customer service desk
- Automated delivery of customer satisfaction survey upon completion of maintenance orders

- ArMA Facts

- Self-registration by soldiers and family members with self-identification of installation, building, and unit
- Accounts must be confirmed by a “army.mil” email address
- Linked within the Digital Garrison App
- Common platform for residents command-wide (ServiceNow)
- To request Manager Role in ArMA email: support@armymaintenance.com.

ArMA Account Setup Instructions


ArMA Resident Access Site: <https://www.armymaintenance.com>



Register now, it's fast and easy!

<https://www.armymaintenance.com/arma>


REGISTER


Army Maintenance Application

Login

[Forgot Password ?](#)

[New user? Sign up now](#)


Army Maintenance Application

Sign Up

All fields are required unless labeled 'Optional'.

Email Address

This will be your system login

Army Sponsor Email Address

This email must be 'someone'.mil@mail.mil or 'someone'.civ@mail.mil

First Name

Middle Name (Optional)




You will be glad to have it when you need it.
Trackable reporting in realtime!

"I PITY THE FOOL THAT WOULD LEAVE THEIR COMMAND or SPOUSE OUT OF THE LOOP!"



Establish Household



Does your spouse need visibility into your maintenance requests or vice versa?

[View Details](#)



We are barely beating Fort McCoy, Wisconsin. I mean really, come-on and Register Today!

DA 4283 (PWO)

All DA Forms 4283 must be sent though the Installation Coordinator (IC) to DPW BOLD

<div style="border: 1px solid red; display: inline-block; padding: 2px;">Assigned by Site Manager</div> FACILITIES ENGINEERING WORK REQUEST "Everything in "Orange" to be completed by the customer"																						
For use of this form, see DA Pam 420-6; the proponent agency is OACSIM																						
PART A (See requestor instructions)	CUSTOMER ID	DOCUMENT SERIAL NUMBER	FY	TYPE	SHORT JOB DESCRIPTION					DATE												
					Short Work description "Construct Wall"					DA	MON	YR										
<div style="display: flex; justify-content: space-between;"> <div style="width: 20%;">INSTALLATION ABBREVIATION OF FACILITIES</div> <div style="width: 80%;">BUILDING/FACILITY NUMBERS</div> </div>																						
<table style="width:100%; border-collapse: collapse;"> <tr> <td style="width: 5%;"></td> <td style="width: 15%;">1</td> <td style="width: 15%;">2</td> <td style="width: 15%;">3</td> <td style="width: 15%;">4</td> <td style="width: 15%;">5</td> <td style="width: 15%;">6</td> <td style="width: 15%;">7</td> <td style="width: 15%;">8</td> <td style="width: 15%;">9</td> <td style="width: 15%;">10</td> </tr> </table>													1	2	3	4	5	6	7	8	9	10
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2	GE-Number																					
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"Project complies with USC Title 10, §2811 real property facility, system, or component to such a condition that it may effectively be used for its designated functional purpose."																						
<table style="width:100%; border-collapse: collapse;"> <tr> <td style="width: 35%;">INSTALLATION NAME</td> <td style="width: 35%;">CUSTOMER NAME</td> <td style="width: 20%;">POC NAME</td> <td style="width: 10%;">POC PHONE NUMBER</td> </tr> <tr> <td style="color: orange;">Sample: Daenner Kaserne</td> <td style="color: orange;">Sample: 999th Maint Bn</td> <td style="color: orange;">Sample: Jim Worker & e-mail address</td> <td style="color: orange;">DSN and cell phone</td> </tr> </table>												INSTALLATION NAME	CUSTOMER NAME	POC NAME	POC PHONE NUMBER	Sample: Daenner Kaserne	Sample: 999th Maint Bn	Sample: Jim Worker & e-mail address	DSN and cell phone			
INSTALLATION NAME	CUSTOMER NAME	POC NAME	POC PHONE NUMBER																			
Sample: Daenner Kaserne	Sample: 999th Maint Bn	Sample: Jim Worker & e-mail address	DSN and cell phone																			
WORK DESCRIPTION (Description and justification of work request) <b style="color: orange;">Work to be done. " I would like an 8 foot Concrete Masonary Unit wall constructed around my building it needs to be reinforced with REBAR and concrete needs to have a bond beam every 4 courses and it needs to have a smooth finish I want it Brown in color with a grey pigment for the grout, the wall will end up being 75 feet long.																						
<table style="width:100%; border-collapse: collapse;"> <tr> <td style="width: 50%;"> AUTHORIZED REQUESTOR (Type or print) <b style="color: orange;">Unit Commander/ Director or Installation Site Coordinator/Facility Manager </td> <td style="width: 50%;"> AUTHORIZED REQUESTOR SIGNATURE <b style="color: orange;">Digital signature of authorized requestor </td> </tr> </table>												AUTHORIZED REQUESTOR (Type or print) <b style="color: orange;">Unit Commander/ Director or Installation Site Coordinator/Facility Manager	AUTHORIZED REQUESTOR SIGNATURE <b style="color: orange;">Digital signature of authorized requestor									
AUTHORIZED REQUESTOR (Type or print) <b style="color: orange;">Unit Commander/ Director or Installation Site Coordinator/Facility Manager	AUTHORIZED REQUESTOR SIGNATURE <b style="color: orange;">Digital signature of authorized requestor																					
PART B (Approving Official Only)	APPROVAL ACTION CODE:			SPECIAL INTEREST CODE:			DATE															
	WORK REQUEST PRIORITY:			ESTIMATED WORK START DATE:			DA	MON	YR													
	PROGRAM INDICATOR CODE:			ESTIMATED WORK COMPLETION DATE:																		
ENVIRONMENTAL IMPACT YES <input type="checkbox"/> NO <input type="checkbox"/> ENVIRONMENTAL CONSIDERATION <input type="checkbox"/> EIS / EIA INITIATED <input type="checkbox"/> EIS / EIA COMPLETED			WORK TO BE PERFORMED <input type="checkbox"/> IN-HOUSE <input type="checkbox"/> SELF-HELP <input type="checkbox"/> CONTRACT <input type="checkbox"/> TROOP		WORKCLASS <div style="display: flex; align-items: center;"> <div style="border: 1px solid black; width: 20px; height: 20px; margin-right: 5px;"></div> <div style="text-align: center;">TOTAL</div> </div>		APPROVAL AMOUNTS FUNDED UNFUNDED <table style="width:100%; border-collapse: collapse;"> <tr> <td style="width: 50%; text-align: center;">\$</td> <td style="width: 50%; text-align: center;">\$</td> </tr> <tr> <td style="border: 1px solid black; height: 20px;"></td> <td style="border: 1px solid black; height: 20px;"></td> </tr> <tr> <td style="border: 1px solid black; height: 20px;"></td> <td style="border: 1px solid black; height: 20px;"></td> </tr> <tr> <td style="border: 1px solid black; height: 20px;"></td> <td style="border: 1px solid black; height: 20px;"></td> </tr> <tr> <td style="border: 1px solid black; height: 20px;"></td> <td style="border: 1px solid black; height: 20px;"></td> </tr> </table>		\$	\$									SOURCE OF FUNDS <input type="checkbox"/> DIRECT <input type="checkbox"/> AUTOMATIC REIMBURSEMENT <input type="checkbox"/> FUNDED REIMBURSEMENT ACCOUNT PROCESSING CODE			
\$	\$																					
DESIGN APPROVAL (Please type or print name)			DATE		APPROVAL AUTHORITY (Please type or print name)			APPROVAL ACTION		DATE												
DESIGN APPROVAL SIGNATURE			DA	MON	YR	APPROVAL AUTHORITY SIGNATURE			<input type="checkbox"/> APPROVED <input type="checkbox"/> DISAPPROVED	DA	MON	YR										

DA FORM 4283, SEP 2003

DA FORM 4283, AUG 1978, IS OBSOLETE.

APD PE v1.03ES

Page 1 of 2





Why Work Classification is Important

(DA PAM 420-11)

a. While the current definition of a minor construction project in AR 420-1, Chapter 4 appears simple in concept, its application is often difficult. Misclassification of construction as maintenance or repair and errors in defining minor construction projects may result in a statutory violation of the Anti-Deficiency Act (see AR 37-1).

b. Antideficiency statutes state that any officer or employee of the United States who commits governmental funds which have not been appropriated is in violation of antideficiency statutes is subject to appropriate administrative discipline, including suspension from duty without pay or removal (31 USC 1349 and 1518). Those convicted of a knowing and willful violation may be fined not more than \$5,000 or imprisoned for not more than 2 years, or both (31USC 1350 and 1519).

c. Antideficiency violations are serious and affect the Army's credibility. Department of Defense and Department of Army policy calls for disciplinary action in antideficiency violation cases. The fact that a violation was not willful only means that it did not constitute a crime, not that it does not warrant disciplinary action. Circumstances such as "a heavy workload at year-end" or an employee's "past exemplary record" generally are relevant only in determining the appropriate level of discipline, not in determining whether discipline should be imposed. In view of this, care must be taken to ensure that the Army does not violate the Antideficiency Act.



U.S. ARMY Installed Building Equipment Vs Personal Property

IMCOM DPW's are only responsible for the maintenance, repair, and replacement of Installed Building Equipment (IBE), not personal property, and mobile/servable equipment IAW AR 420-1, Chapter 4. The facility tenant is responsible to fund the maintenance and/or replacement of their personal property.

IBE Examples

- ✓ Incinerators
- ✓ Boilers
- ✓ Dishwasher equipment (built-in)
- ✓ Escalators
- ✓ Exhaust systems
- ✓ Cable trays and conduits
- ✓ Gas fittings
- ✓ Carpet (primary floor covering)
- ✓ Electrical Panel boards
- ✓ Sprinklers
- ✓ Traffic railings
- ✓ Venetian blinds and window shades

Personal Property Examples

Fixed

- ✓ Banking equipment
- ✓ Drop Arm Barriers
- ✓ Dryers
- ✓ Laundry equipment
- ✓ Ovens and Furnaces
- ✓ Mass Notification System that are stand alone
- ✓ Medical and dental equipment
- ✓ Infant Abduction monitoring system
- ✓ Training equipment and simulators
- ✓ Wash tanks
- ✓ Welding machines
- ✓ Bleachers
- ✓ Camera system

Movable

- ✓ Fire extinguisher (portable)
- ✓ Furnishings, including rugs
- ✓ Food service equipment (portable)
- ✓ Office machines
- ✓ Shop Equipment
- ✓ Portable Barriers
- ✓ Filing cabinets
- ✓ Portable safes
- ✓ Wall clocks
- ✓ Furniture
- ✓ Automated data processing equipment
- ✓ Portable Guardhouses
- ✓ Tents

DPW can assist tenants maintaining and replacing their personal property based on a reimbursable agreement.



SELF-HELP (1/3)

General.

Customers are encouraged to supplement DPW support by volunteering to accomplish small construction and repair projects. Where the capability exists, customers are afforded the opportunity to complete their own quality projects.

Definition.

Self-help consists of two levels of customer participation:

- a) Self-help to accomplish minor maintenance and repair. The type of work approved for self-help is similar to work performed by the DPW by demand maintenance orders.
- b) Expanded self-help to accomplish any maintenance, repair, or minor construction work normally requested on a facilities engineering work request (DA Form 4283).

Self-Help Supplies.

- a) Self-help customers must be certified to perform the type of work they wish to accomplish. Successful attendance at the self-help training is required for certification and to obtain a self-help card.
- b) Supplies can be picked up directly from the Self-Help Issue Point (SHIP) store located in Bldg 395, Rhine Ordnance Barracks, Kaiserslautern.

Expanded Self-Help Supplies.

- a) The same guidance as for the issue of self-help applies for the issue of expanded self-help supplies. In addition, a facilities engineering work request (DA Form 4283) must be submitted and approved prior to starting a project.
- b) Provide sufficient information to explain what work is required, where the work will be done, and what technical assistance or training the customer needs.
- c) Provide funds for non-facility related work such as: Unit mission projects (construction of vehicle enclosures, shelving, interior signs, etc.) and/or Minor construction (construction of walls, picnic pavilions, etc.).

DPW will:

- a) Establish, maintain, and control self-help and expanded self-help programs.
- b) Verify customer capability to accomplish requested self-help work and provide additional training when required.
- c) Arrange for reimbursement by customer as required.
- d) Obtain and issue self-help materials to customers.
- e) Schedule any required technical assistance or training.
- f) Inspect completed work and ensure facility records are updated.

Smith Barracks, Bldg 8665
0900-1530, Monday-Tuesday
0900-1200, Wednesday
1030-1700, Thursday
0900-1400, Friday
(Closed on German and U.S. holidays)
DSN 531-3048
CIV 0631-143-531-3048

Rhine Ordnance Barracks, Bldg. 335
0730-1200 and 1300-1600hrs, Monday thru Friday
(Closed on German and U.S. holidays)
DSN 493-2381 / 2388
CIV 0631-3406-2381 / 2388



U.S. ARMY Installation Site Coordinators (ISC)

INSTALLATION	NAME	PHONE NO.	CELL PHONE NO.	EMAIL ADDRESS
Sembach, Daenner, Kleber	FACMAN	N/A	N/A	N/A
Panzer Kaserne, ESCK	SGT Kenisa Warren	523-0289	N/A	Kenisa.l.warren.mil@army.mil
KAD	Heiko Wilhelm	483-7808	N/A	heiko.wilhelm1.ln@army.mil
Miesau, ROB	Christiane Dollwett	481-3660	N/A	christiane.dollwett.ln@army.mil
Landstuhl	Anke Schoen	486-7183	0162-276 2421	anke.schoen.ln@army.mil
Pirmasens	FACMAN	N/A	N/A	N/A
Baumholder	Service Order Desk	541-3060	N/A	N/A
Germersheim	Christian Ritter Sabine Carlisle	541-4656 541-4842	0162-270 0734 N/A	christian.v.ritter.ln@army.mil sabine.carlisle.ln@army.mil
Gruenstadt	Donald F. Henson	06359-808 100	0160-969 22307	hensondf@aafes.com
Mannheim	Bruce D. Fry	528-5797	0162-296 9174	bruce.d.fry.civ@army.mil
Heliport SATCOM	Daniel Luther (Anke Schoen)	565-2617 486-7183	0175-948 2147 0162-276 2421	Daniel.t.luther.civ@army.mil anke.schoen.ln@army.mil
Breitenwald	Robert Squires (Bret Ritzmann) (Anke Schoen)	523-1593 483-7490 486-7183	 0162-260 5717 0162-276 2421	Robert.p.squires.civ@army.mil Bert.m.ritzmann.civ@army.mil anke.schoen.ln@army.mil
Pulaski	Christian Pfaffenrath	541-4724	0162-271 6315	christian.pfaffenrath.ln@army.mil



U.S. ARMY Demand Maintenance Order (DMO) vs Project Work Order (PWO)

	DMO	PWO
General Fund Enterprise Business (GFEBS) Title	Demand Maintenance Order	Project Work Order
Previously Known As	Service Order (SO)	Individual Job Order (IJO)
Usage	Minor maintenance and repair requiring work less than 40 man-hours in labor and less than \$2,000 euro supplies/material/equipt	Minor/major maintenance, repair, and construction (including MILCON) work greater than 40 man-hours in labor and over \$2,000 euro supplies/material/equipt
Execution Priorities	Priority 1, Emergency: Immediate danger to life, health, mission, security, or property (completion 2 -24 hours)	Subject to Availability of Funds (SAF); Sustainment work has priority over Restoration & Modernization work
	Priority 2, Urgent: Work that is required to correct a condition that could become an emergency or could seriously affect morale (completion 7 days)	
	Priority 3, Routine: Work, if not accomplished, would only continue to be an inconvenience or unsightly condition (30 days)	
How to request service	Contact DPW Work Reception Desk/ArMA for AFH and Barracks Residents	Prepare DA Form 4283 and submit thru Installation Site Coordinator to DPW BOID



- Schedules are usually located inside the restroom
- Cleaning frequency depends on BLDG category
- Office cleaning days may vary by floor
- No cleaning will be performed on federal and host nation holidays (Admin, High Use and Enhanced Cat.)
- Service hours: Mo – Fr 07.30 -12.00 and 13.00 – 14.00
- Complaints: please notify the contractor and DPW QA staff immediately when an issue has been brought to your attention

Cleaning Schedule											CUSTOMER SERVICE
Bldg #	Floor	Restrooms	Regular Cleaning				Periodic Cleaning (after scheduling with COR)				<p>The satisfied Customer is our focus!</p> <p>We are available during regular workhours from Mon-Fri from 07:30 -16:00 hrs. In case of a complaint, please contact us at the Customer-Service-Desk: DSN: 493-6206, civ 0631-411-6206 e-mail: army-contact@gag-online.de Always CC: usarmy.rheinland-pfalz.imcom-europe.list.dpw-custodial-service@mail.mil</p> <p>In case you need support from DPW contact: DSN 541-4751, 4752, 4753, or 4756 e-mail: usarmy.rheinland-pfalz.imcom-europe.list.dpw-custodial-service@mail.mil</p>
Category:	Installation	Admin	Clean/ Supply Rest-, Locker-, Showersrooms Reinigung WC, Duschen + Umkleiden / Auffüllen WC-Artikel	Desinfect Toilets/Urinals Desinfizieren der Toiletten u. Urinale	Remove Trash & Recycle in Restrooms Abfallsammlung in den Toiletten	Clean Drinking Fountains Reinigen der Wasserspender/ Trinkbrunnen	Remove Trash & Recycle Müll entsorgen und trennen	Vacuum Carpet Staubsaugen	Wet Mop Floors Nass wischen - Alle Böden inkl. Sanitäranlagen	Sweep Floors Böden kehren - Alle Böden inkl. Sanitäranlagen	
Monday	X	X	X	X							
Tuesday											
Wednesday	X	X	X		X						
Thursday											
Friday	X	X	X								
Saturday											
Sunday											
									2nd and 4th week Do	1st and 3rd week Do	once a year
											März/Jun/Sep/Dez
											once a year
											once a year
											once a year
											once a year



Contract

W564KV-20-C-0007

Customer Service

The satisfied Customer is our focus!

We are available during regular work hours from Mon-Fri from 07:30 – 16:00 hrs.
In case of a complaint, please contact us at the Customer-Service-Desk:

DSN: 483-6206, Civ: 0631- 411-6206

e-mail: army-contact@geg-online.de

Always CC: usarmy.rheinland-pfalz.imcom-europe.list.dpw-custodial-service@mail.mil

In case you need support from DPW contact: DSN 541-4751, 4752, 4753 or 4750

e-mail: usarmy.rheinland-pfalz.imcom-europe.list.dpw-custodial-service@mail.mil

PLEASE DO NOT REMOVE!



Annual Periodic Cleaning

- What?
- Cleaning of windows/glass doors
- High dusting of surfaces above 2m height (excluding sprinklers, vents, and other electrical installations)
- Stripping and waxing of PVC and vinyl flooring
- Shampooing of carpets
- When?
- During government work hours – Monday - Friday 08.00 – 16.00
- How?
- The contractor will contact you in advance to coordinate a date for the periodic service (one to two days depending on building size)
- The inability to agree on a date for service with the contractor or failure to make preparations needed (see next slide) will result in the loss or partial loss of periodic services for the calendar year.

Annual Periodic Cleaning

- Preparation:
- Inform all tenants of your building about the date and necessary preparations
- Please make sure the contractor has access to all parts of the building serviced through the contract
- If your building/parts of your building allows escorted access only, organize for a sufficient amount of escorting personnel to be available
- All doors and windows need to be unlocked
- Remove items from window sills and anything taped to glass doors or windows
- Remove items from surfaces above 2 meter height
- Freshly waxed/shampooed floors should not be stepped on for a minimum of one hour after treatment is completed

Periodic Services Under Custodial Contract

DEPARTMENT OF THE ARMY
UNITED STATES ARMY GARRISON RHEINLAND-PFALZ
UNIT 23152
APO AE 09067-3152



AMIM-RPP-O

3 Aug. 2022

MEMORANDUM FOR FACILITY MANAGERS IN USAG-RP

SUBJECT: PERIODIC SERVICES UNDER CUSTODIAL CONTRACT W564KV20C0007

1. IAW the terms of Custodial Contract W564KV20C0007 a building in your range of responsibility has been scheduled to receive a periodic cleaning service. This memorandum outlines the responsibilities of the tenant units in order for the service to be conducted.
2. Please notify all tenants of your building about the date of the periodic service as well as the preparations and procedures listed below.
3. SCOPE: During periodic services the building will receive
 - a) annual cleaning of windows and interior glass surfaces
 - b) floor maintenance as advised by the contractor
 - c) high dusting of surfaces above 2 meter height
4. ACCESS: Please make sure that on the scheduled day of service the building as well as all offices, conference rooms and common areas serviced by the contract are unlocked and accessible to the contractor.
5. ESCORT: Should your building require escorted access please make sure to have sufficient personnel available to accompany the contractor's staff.
6. WINDOWS: Please make sure all windows are accessible and windowsills and ledges are cleared off. If there are lockable windows in your building (e.g. in stairwells) please make sure you are able to unlock them.
7. FLOOR MAINTENANCE: PVC, Vinyl and carpeted floors will get treated. After treatment the floors should not be stepped on for the timeframe advised by the contractor to achieve the best result possible.
8. HIGH DUSTING: Surfaces above 2 meter height will be dusted during the week of the scheduled service with the exception of sprinkler systems, cables, and vents (only exterior). Please have any items removed from these surfaces.
9. LOSS OF SERVICE: One time cancellation can be done 5 working days prior of scheduled service, if the service cannot be performed on agreed date. Failure to notify us or a second cancellation will result in the loss of periodic service for the calendar year.
10. For any questions please contact the DPW Custodial QA Team
usarmy.rheinland-pfalz.incom-europe.list.dpw-custodial-service@army.mil
11. POC for this Memorandum is Mr. Dieter Kurtz, Chief QA Branch DSN: 541-4756

Customer Acknowledge:

Print Name & Telephone: _____ Signature: _____



WE ARE THE ARMY'S HOME



Installation Status Report - Infrastructure

(ISR-I)

Mr REH

USAG-RP ISR-I Manager: mathias.k.reh.ln@army.mil

ISR-I Web: <https://isr.army.mil/>



WE ARE THE ARMY'S HOME





What: Periodic inspection of Garrison Real Property Facilities (RPF)

Where: All buildings, roads, grounds, and utilities.

Who: Occupants of Army Real Property

- Military Units
- Garrison Functions
- Community Support Partners

How: Using supplied worksheets detailing Army standard criteria, provided by the ISR-I Coordinator.

Why:

- AR 210-14, Installation Status Report Program, 19 July 2012
- ISR-I serves as first screening criteria for repair projects and space assignments Better position the DPW to “fight” for needed SRM funding
- Informs leadership of user-identified requirements
- ALL Space Requests and Repair Request must include updated ISR
- TASKORD 10-21

When: No later than **30 APR 21** return worksheets to DPW

Outcome: Building ratings that support repair projects





- Workbooks provide a uniform, Army-wide standard for evaluating condition and functionality
- Workbooks consist of components that can be evaluated for Mission or Quality or both
- Components consist of elements with text descriptions of Green, Amber, or Red criteria
- ISR-I has several Inspection Standards Workbooks
 - Workbook No. depends on Catcode
 - A Bldg. can consist of more than one Catcode
- If a **component** or **element** is shown in the Workbook and is not present BUT is needed, the component may be marked as “**Needed (Component)**” / “**Needed (Element)**”
- If the **component** or **element** is shown in the Workbook AND is not present and is not needed, the component may be marked “**N/A (Component)**” / “**N/A (Element)**”
- Workbooks get published every FY. DON'T use Workbooks of previous years.



Installation Status Report (ISR) - Infrastructure



6 - MAINTENANCE FACILITIES

PROPOSERS:

Mission Components:

Deputy Chief of Staff, G-4, DALO-SM (703) 614-3875/DSN 224-3875, (Army Materiel Command, AMCBT-F (703) 806-8724 /DSN 806-8724)

REVISION DATE: 9/15/2018

FOR USE WITH THE FY 2019 ISR-I DATA COLLECTION

Quality Components:

Assistant Chief of Staff for Installation
Management, DAIM-ODR (571)-256-8157/DSN
(312) 260 8157

CATCD	TITLE	Description
14166	DISPATCH BUILDING	A building that provides a space for the dispatcher of a motor pool to check the operational paperwork on vehicles prior to their departure. The facility is normally placed at the motor pool entrance/exit and may be combined with the Access Control Building (14113).
14178	EMPLOYEE CHANGING BUILDING	A building that provides an area for workers to shower and change clothes.
14960	GREASE RACK	(Business Rule Rated) A structure consisting of drive-on, drive-off, or drive-through ramps with or without a pit for wheeled or tracked vehicles. They provide access to the underside of vehicles for scheduled maintenance, inspection, lubrication, and oil changes. Grease racks are frequently collocated with or attached to Vehicle

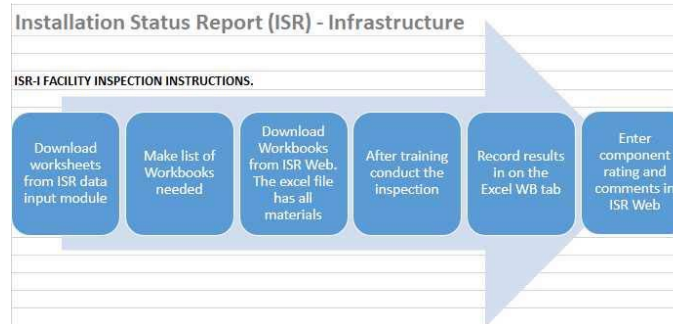
- The cover provides a list of applicable CATCDs, associated with the workbook.
- The description helps the inspector, if the Facility has the right Catcode.

Instructions Tab and Alert Tab



Instructions:

- Included in each Inspection Standards Workbook
- Provide step by step guidance for documenting the inspection



Special Instructions

- Provided by Army Component Headquarters to give inspectors instructions
- Applies to the entire Workbook

SPECIAL INSTRUCTIONS APPLICABLE TO THIS WORKBOOK ONLY:

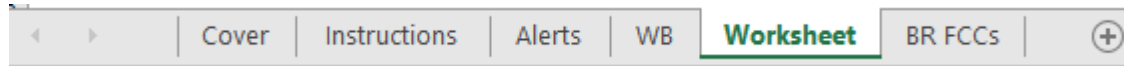
(ALL) Army Standard Design Criteria. The WB tab has a checkbox at the top left for optional use if construction meets Army Standard Design Criteria. When checked all Mission Functional Elements become green. Other ratings that will override this selection are: Component ratings of NA, Needed, or by rating a high value 4L element amber or red. (Latrine Accommodations, Lounge, Lobby, Living Area)

Alert:

3 Alert Levels

- Warning
- Caution
- Note
- Provides information for a single component within the Workbook

Component	Description	Alert
5	Building Exterior - Roof	(WARNING) Do not climb on the roof to conduct an inspection.
6	Building Exterior - Walls	(CAUTION) If the Structural Frame cannot be safely observed mark the element NA
12	Heating Ventilation Air Conditioning (HVAC)	(NOTE) The element for window air conditioning units has been deleted and those units will be rated as "through the wall" units.



Fill in

- *Inspector name, email, phone number, and date completed*
- *SITE UID, Facility Number, Site Name* can be found the Excel List your ISR-I Coordinator is providing
- Select *Category code* also on the List
 - DON'T Select a different Catcode even if doesn't match the current use

SITE UID:	
Facility Number:	
Site Name:	
Unit Id Code (UIC):	
Category Code (FCC):	
Inspector Name:	14166 - Dispatch Building
Work Email:	14178 - Employee Changing Building
Work Phone, no DSN:	21406 - Vehicle Maintenance Shop: Transient Training
Date Inspected:	21408 - Component Cleaning Facility
Workbook #:	21410 - Vehicle Maintenance Shop
	21411 - Repair Bays, Non-DOL/DPW
	21412 - Maintenance Storage, Non-DOL/DPW
	21413 - Administration And Shop Control, Non-DOL/DPW



- When a category code is chosen the components recommended for use are highlighted in Orange

Component Description

Calculated Component Rating

Component No

Mission Rating - (F)

Comments from the WB

F - Mission Rating: Component									
Comp Num	Description	Weight	Other	Green	Amber	Red	New Rating		Comments
1	CATCD Agreement	1		10	0	0	1.00	Green	
2	Site	7		0	10	0	2.00	Amber	
3	Grounds	3		0	0	10	3.00	Red	No Lighting for Signage and
4	Antiterrorism	6		0	0	0		-	
5	Accessibility	4		0	0	0		-	
12	Lobby	0		0	0	0		-	
13	Building Interior - Corridors	0		0	0	0		-	
14	Stairs	0		0	0	0		-	
15	Conveyance	0		0	0	0		-	
16	Administrative Areas	0		0	0	0		-	
17	Electrical Service - Interior	7		0	0	0		-	

Quality Rating - (Q)

Q - Quality Rating: Component										
Comp Num	Description	Other	Green	Amber	ATOG	Red	RTOG	New Rating		Comments
6	Building Exterior - General		0	0	8.85	0	34.45		-	
7	Building Exterior - Roof		0	0	2.04	0	16.89		-	
8	Building Exterior - Walls		0	0	21.29	0	42.91		-	
9	Building Exterior - Windows		0	0	0.79	0	15.49		-	
10	Building Exterior - Doors		0	0	1.07	0	5.51		-	
11	Foundation		0	0	0.96	0	3.72		-	
12	Lobby		0	0	0.00	0	0.00		-	
13	Building Interior - Corridors		0	0	0.00	0	0.00		-	
14	Stairs		0	0	0.00	0	0.00		-	
15	Conveyance		0	0	0.00	0	0.00		-	
16	Administrative Areas		0	0	0.00	0	0.00		-	
17	Electrical Service - Interior		0	0	3.68	0	14.32		-	

The first component in each workbook ask if the CATCD in the workbook matches the actual use of the facility. Green is Yes, and Red is No. This refers to the design use and the current use and lowers the mission score when the two are not the same.

Each component rating section has elements that you will evaluate as GREEN, AMBER, or RED.

WB: 31		<input type="checkbox"/> Meets Army Standard Design <input type="checkbox"/> Criteria							
#	Component	Rating Area	Element	Green	Amber	Red	Points	Selection	Comments
1	CATCD Agreement	F	Facility Use	The FCC (CATCD) used for this inspection matches the current use of the facility.	NA	The FCC (CATCD) used for this inspection does not match the current use of the facility.	10	Green	
2	Site	F	External Factors	In the estimation of the evaluator the site meets the following criteria: - Location is convenient and appropriate. - Facility function is not limited by the site. - Restrictions are not present: -- Visibility -- Access -- Light / Noise -- Safety concerns	A. One criteria applicable to the facility being inspected is not fully acceptable.	A. One or more criteria applicable to the facility being inspected is significantly deficient in the opinion of the evaluator.	10	Amber	
3	Grounds	F	Grounds Lighting	A. Provides direct or area lighting for: -Pedestrian movement. -Security. -Signage. -Landscape.	A. Not more than 1 of the types of lighting in the GREEN column is missing.	A. Two or more of the types of lighting in the GREEN column are missing. B. No site and grounds lighting exists.	10	Red	No Lighting for Signage and Pedestrian movement
3	Grounds	F	Paved Sidewalks	A. Installed from parking to facility. B. Installed from adjacent streets to facility. C. At least 4 feet wide.	A. Not installed from parking to facility. B. Not installed from streets to facility C. Less than 4 feet wide.	A. Not installed at all or condition of sidewalk poses a tripping hazard.	6		
3	Grounds	F	Landscaping	A. Displays a mixture of colorful plants and greenery native to the area.	A. Displays few color plantings or greenery. B. Plants are not native.	A. No plantings.	4		
3	Grounds	F	Signage	A. Signage is coordinated, clearly visible and readable. B. Building exterior signage includes directions to parking, entrances, and facilities and information is current.	NA	A. Does not meet GREEN column minimum condition requirements.	6		

Comments on "RED" Ratings

(F) - Mission Ratings addresses configuration, and functionality of the facility. Does the facility support the mission of the user?

(Q) Quality Ratings addresses the physical condition of the facility.

component or element is not present BUT is needed: Needed

Drop-Down for Selection

#	Component	Rating Area	Element	Green	Amber	Red	Points	Selection	Comments
24	Lounge	Q	Windows	A. Hardware is easy to operate. B. Glass, weather-stripping, and vapor seal between panes are intact.	A. Hardware is difficult to operate. B. Glass intact, weather-stripping or vapor seal between panes is deteriorating.	A. Hardware is broken or missing. B. Panes cracked, weather-stripping or vapor seals needs replacement.	6		
24	Lounge	Q	Doors	A. Fully functional, with lever handles, push plates and kick-plates B. No more than 10% show damage and wear with dents, gouges, or stains. C. No more than 10% of hardware mechanisms are difficult to operate.	A. Lever handles, push plates, or kick-plates are chipped or worn. B. 10%–25% show damage and wear with dents, gouges, or stains. C. 10%–25% of hardware mechanisms are difficult to operate.	A. Lever handles, push plates, or kick-plates need major repairs or replacement. B. More than 25% show damage and wear with dents, gouges, or stains C. More than 25% of hardware mechanisms are difficult to operate.	6		
25	Parking Functionality	F	Parking	For buildings with 11 or more residents: A. A parking space is available within a 1/4 mile for residents B. On installations with a controlled perimeter, the parking is not closer than 33 feet from the building C. On installations without a controlled perimeter. The parking is not closer than 82 feet from the building For buildings with less than 11 residents: D. A parking space is available within ¼ mile for all residents..	NA	For buildings with 11 or more residents: A. Does not meet GREEN column minimum condition requirements For buildings with less than 11 residents: B. Does not meet GREEN column minimum condition requirements.	10	<div> Green Amber Red N/A (Component) N/A (Element) Needed (Component) Needed (Element) </div> <p>Needed (Component)</p>	
26	Laundry Building	F	Capability	A. Enough washing and drying machines are available to meet the demand at all times. B. KIOSK for change machines and soap are present.	A. During peak demand periods the number of machines is not adequate. B. KIOSK are available but are empty or do not work.	A. Demand for washing and drying machines commonly exceeds availability. B. KIOSK are not available for change or soap.	10	N/A (Component)	
26	Laundry Building	Q	Condition	A. The facility is in good condition with only routine maintenance required.	A. The facility is in adequate condition but requires more than routine maintenance.	A. Building is in poor to failing condition and requires significant repair or replacement.	10		

component or element is not present BUT is needed: N/A

ISR-I - Hands-on presentation

List with Facilities to Inspect:



ISR_InspectedAsses
ies_FY20 to Units.x

Site Map:



Smith Site
Map_Example

Example Workbook:



FACMAN -
k Exampple - 19-L



WE ARE THE ARMY'S HOME



<https://isr.army.mil>

To request an ISR Account, click on ACCESS ISRWeb (the dog tag) using your AKO enabled CAC card and pin number

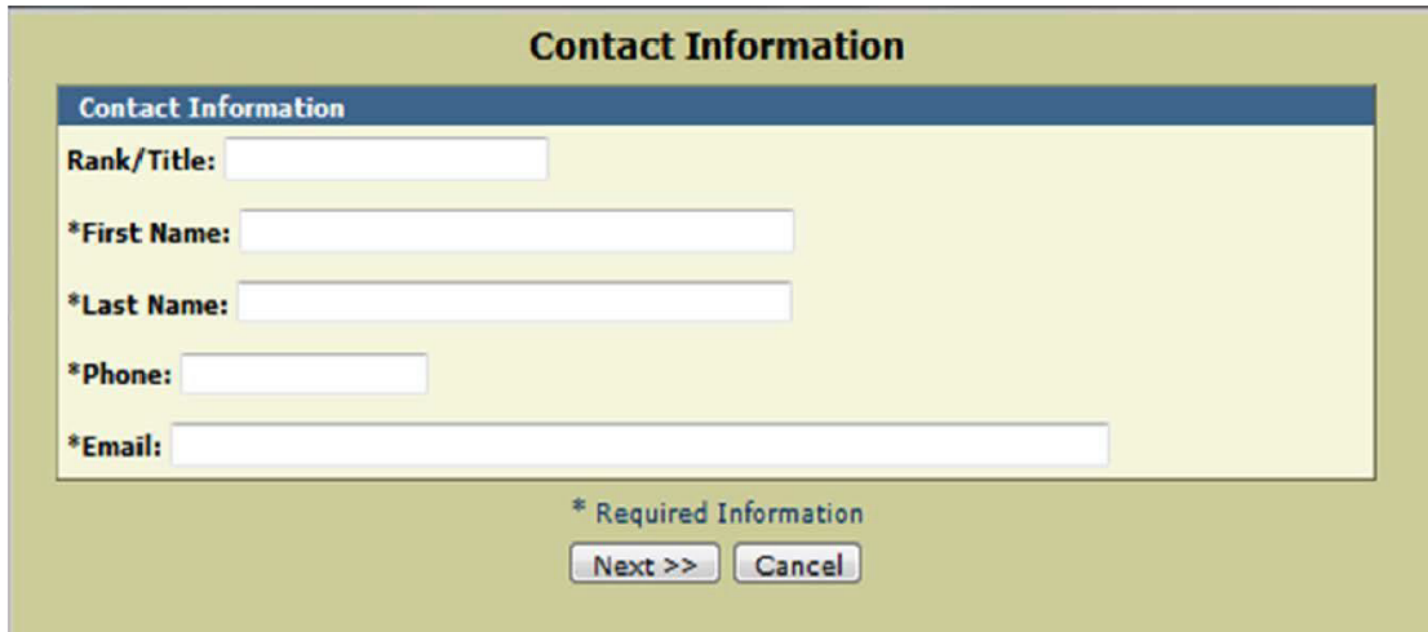


Role Requests (for new accounts)



Click, [Request a new ISRWeb Account](#)

Role Requests (for new accounts)



The form is titled "Contact Information" and is set against a light olive green background. It features a blue header bar with the text "Contact Information". Below this, there are five input fields, each preceded by an asterisk indicating they are required: "Rank/Title:", "*First Name:", "*Last Name:", "*Phone:", and "*Email:". The "Rank/Title:" field is a small rectangle, while the others are longer. At the bottom of the form area, there is a note "* Required Information" and two buttons: "Next >>" and "Cancel".

- Enter your contact information
 - Provide your commercial office phone number; NOT a DSN line
 - Examples: US 123-456-7890 or Int'l 49-6221-57-5555
 - Note, you must provide your enterprise e-mail address
- Once complete, click on the **Next>>** button to continue



Role Requests (for new accounts)

Affiliation

Contract Information [Help](#)

*Are you a contractor?

☒ No ☐ Yes

Organization [Help](#)

*Select your organization.

☐ Command ☒ Base ☐ Other

Fort Hood

Fort Hood
Fort Hood
Fort Huachuca
Fort Hunter Liggett
Fort Indiantown Gap
Fort Jackson
Fort Knox
Fort Leavenworth
Fort Lee
Fort Leonard Wood
Fort McClellan
Fort McCoy
Fort McCoy TS Sparta
Fort McNair
Fort Meade
Fort Myer
Fort Pickett
Fort Polk

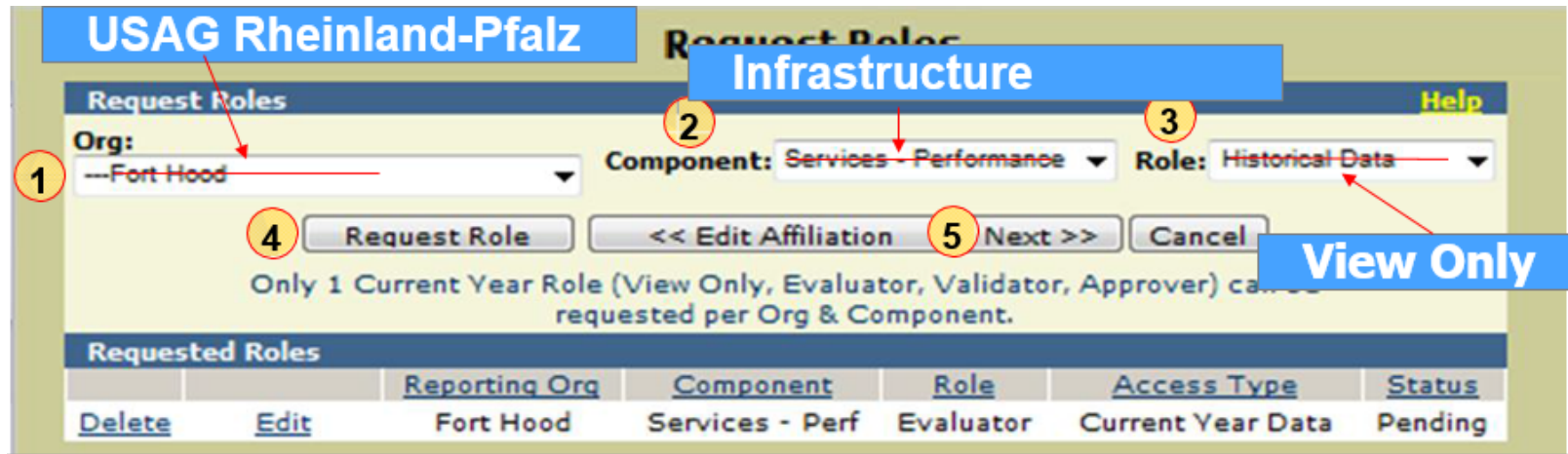
* Required Information

Next >> Cancel

- From the drop-down menu, select the correct Organization for which you will be reporting data
 - Base: **USAG Rheinland-Pfalz**
- Once complete, click on the **Next>>** button to continue



Role Requests (for new accounts)



USAG Rheinland-Pfalz

Request Roles

Org: **Fort Hood** Component: **Services - Performance** Role: **Historical Data**

Request Role **<< Edit Affiliation** **Next >>** **Cancel**

Only 1 Current Year Role (View Only, Evaluator, Validator, Approver) can be requested per Org & Component.

Delete	Edit	Reporting Org	Component	Role	Access Type	Status
		Fort Hood	Services - Perf	Evaluator	Current Year Data	Pending

- 1 The reporting organization you selected will appear as the default when requesting a Component(s)
You have the ability to select other organization(s) from the drop-down menu
Remember, the User Administrator for that organization must approve your request
- 2 Select your appropriate Component from the drop-down menu
- 3 Then, choose the appropriate Role from the drop-down menu
- 4 Click on the Request Role button
Multiple roles can be requested repeating the above procedures
When requesting multiple roles ensure you click on the Request Role button after each selection
- 5 Once complete, click on the **Next>>** button

Review Information

Contact Information [Edit](#)

Rank/Title: CIV

First Name: Jane

Last Name: Doe

Phone: 571-555-5555

Email: jane.doe.civ@mail.mil

Contact Information [Edit](#)

Contractor:

☒ No ☐ Yes

Organization [Edit](#)

Select your organization.

☐ Command ☒ Base ☐ Other

Fort Hood

Requested Roles

Reporting Org	Component	Access Type	Role	Status
Fort Hood	Services - Perf	Current Year Data	Evaluator	Pending
Fort Hood	Services - Perf	Historical Data	Historical Data	Pending

[Edit Roles](#)
[Finish](#)
[Cancel](#)

- Last step: Review your information for accuracy
- Click on **Edit** Roles to make any modifications
- If everything is correct, click on the **Finish** button
- **Failure to click the Finish button results in nullifying your request(s)**
- **Send e-mail to mathias.k.reh.ln@mail.mil for Account approval**

Role Requests (for new accounts)

Review Information
Account was successfully requested.

Congratulations! You clicked the FINISH Button on the previous screen and completed the request

Contact Information				
Rank/Title: CIV				
First Name: Jane				
Last Name: Doe				
Phone: 571-555-5555				
Email: jane.doe.civ@mail.mil				

Contract Information	
Contractor: No	

Organization	
Organization: Fort Hood	

Requested Roles				
Reporting Org	Component	Access Type	Role	Status
Fort Hood	Services - Perf	Current Year Data	Evaluator	Pending
Fort Hood	Services - Perf	Historical Data	Historical Data	Pending

ISR WEB Account Awaiting Approval

Your ISR WEB Account has not yet been approved for the roles you have requested. Account role requests are approved by the ISR Component Administrator at the organization for which the roles have been requested.

Click the link below to view your pending role requests, make changes and look up the appropriate user administrator's contact information.

[View My Account](#)

Send email to: mathias.k.reh.ln@mail.mil to inform that account got requested

Log on to ISR Website: <https://isr.hqda.pentagon.mil>
 - click on **ACCESS ISRWEB** (the dog tag).



The screenshot shows the ISR Website Home Page. At the top left is the ISR logo with a star and the text "ISR" and "U.S. ARMY". To its right is the title "INSTALLATION STATUS REPORT". In the top right corner, there is a dog tag icon with the text "ACCESS ISRWEB" circled in red. Below the header is a large image of two soldiers saluting in front of an American flag. Below the image is a navigation bar with five links: "ISR HOME", "ISR WEB APPLICATION INFO", "ISR INFRASTRUCTURE", "ISR MISSION CAPACITY", and "ISR SERVICES". Below the navigation bar is a section titled "ISR Website Menu". On the left side of this section, there is a paragraph of text: "To access the ISRWEB applications or to request an ISRWEB User Account, click on the 'Access ISRWEB' icon in the upper right corner of this page." On the right side of this section, there is a heading "LATEST ISR PROGRAM NEWS, UPDATES AND ANNOUNCEMENTS".

ISR-I web - Overview



ISRWEB HOME

Command Viewer	➤
Data Input	➤
Administration	➤

Infrastructure
Mission Capacity
Services - Performance

[Exit ISRWEB](#)

Powered By
AKO Authentication 



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ISR-I web - Overview

Click on USAG Rheinland-Pfalz to see all Facilities

See Component Ratings

<https://isr.hqda.pentagon.mil/> - ISR Infrastructure - Internet Explorer



ISRWEB Navigation

Logout

ISR Infrastructure:

F2

Q2

Readiness

Msn Qual

F1/Q1/R1

F2/Q2/R2

F3/Q3/R3

F4/Q4/R4

Role: Validator

Asset Uses

Readiness Rating

Metrics

Organization: GE430

USAG Rheinland-Pfalz

Status: Transferred and Locked

View By Use

View By Asset

View By BR

View Complex

USAG Rheinland-Pfalz

- Ops & Trng
- Maint & Prod
- Rdt&E
- Supply
- Medical
- Administrative
- Hsg & Community
- Util & Ground Improv
- Mobility

Reports

Worksheets

Search Asset Uses

Search Assets

SITEUID	Asset UID	FACNO	CATCODE	CATCODE Desc	Amt	UM	UIC	WB	Msn Score	M Cost	Qual Score	R Cost	RM Cost	Due	Group	Rate	Qualifier
3265	518322	2	73046	Dependent Sch	6,840	SF	HE3627-00	48	NA		100.00	0		FY20	3	View	27, 41
3265	519336	3	73046	Dependent Sch	90,532	SF	HE3627-00	48	NA		100.00	0		FY20	3	View	27, 41
3265	519612	4	73046	Dependent Sch	5,967	SF	HE3656-00	48	NA		100.00	0		FY20	3	View	27, 41
3265	519637	7	75020	Baseball Field	1	EA	HE3627-00	51	72.22	492,166	56.00	782,880	1,275,046	FY21	2	View	25
3265	519646	8	75011	Court Area	1	EA	HE3627-00	51	NA	59,263	70.00	53,477	98,382	FY19	3	View	27, 41
3265	520610	9	81360	Transformers	630	KV	W6E6/A-70	58	88.51	3,932	100.00	0	3,932	FY21	2	View	25, 35
3265	520610	9	89113	Sub/Swit Sta Bd	174	SF	W6E6/A-70	75	73.87	5,474	69.00	6,595	11,674	FY22	2	View	25, 35
3265	518040	17	73046	Dependent Sch	54,149	SF	HE3656-00	48	NA		100.00	0		FY20	3	View	27, 41
3265	518040	17	74062	Fst Fd/Snk Bar	1,922	SF	351443-00	40	NA		100.00	0		FY20	3	View	27, 41
3265	518040	17	89120	Plt/Util Bldg	544	SF	@6E6QZ-70	75	89.47	7,142	80.00	13,639	20,487	FY22	2	View	25
3265	518046	18	73046	Dependent Sch	1,562	SF	HE3656-00	48	NA		100.00	0		FY20	3	View	27, 41
3265	518052	19	73046	Dependent Sch	3,054	SF	HE3656-00	48	NA		100.00	0		FY20	3	View	27, 41
3265	519623	53	44220	Storage Gp Inst	194	SF	W6E6/E-70	17	67.46	13,230	76.00	9,882	20,327	FY21	2	View	25
3265	519624	55	81360	Transformers	500	KV	W6E6/A-70	58	100.00	0	100.00	0	0	FY24	2	View	35
3265	519624	55	89113	Sub/Swit Sta Bd	251	SF	W6E6/A-70	75	96.67	1,006	91.00	2,761	3,743	FY22	2	View	25, 35
3265	519625	56	81360	Transformers	500	KV	W6E6/A-70	58	82.76	4,683	100.00	0	4,683	FY21	2	View	25, 35
3265	519625	56	89113	Sub/Swit Sta Bd	251	SF	W6E6/A-70	75	80.18	5,989	71.00	8,846	14,422	FY22	2	View	25, 35
3265	519626	57	81360	Transformers	630	KV	W6E6/A-70	58	94.25	1,968	100.00	0	1,968	FY21	2	View	25, 35
3265	519626	57	89113	Sub/Swit Sta Bd	194	SF	W6E6/A-70	75	73.87	6,103	74.00	6,150	11,885	FY22	2	View	25, 35
3265	519627	58	81360	Transformers	630	KV	W6E6/A-70	58	100.00	0	100.00	0	0	FY24	2	View	35
3265	519627	58	89113	Sub/Swit Sta Bd	251	SF	W6E6/A-70	75	100.00	0	100.00	0	0	FY24	2	View	35
3265	519628	59	81350	Elect Sw Stat	107	KV	W6E6/A-X	58	94.71	291	99.00	47	338	FY21	2	View	25
3265	519629	61	89121	Heat Plt Bldg	4,962	SF	W6E6/A-70	75	46.67	244,598	31.00	315,927	543,845	FY21	2	View	25

Export Uses

Mission Rating

Quality Rating

FY Due for Rating

Search



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CUI

Summary

What does ISR-I do?

The Army's Installation Status Report - Infrastructure:

- ✓ Apply established, Army-wide standards to assess the condition of facilities and infrastructure
- ✓ Identify substandard facilities or shortfalls
- ✓ Coordinate facility restoration efforts across reporting locations

How the Army is Using ISR

ISR helps Commanders/Directors to:

- ✓ Manage their facilities and infrastructure assets
- ✓ Prioritize and defend resource requirements
- ✓ Improve their readiness posture

ISR-I is used to determine the best value for the Army when considering:

- ✓ Work Requests (DA 4283s),
- ✓ Military Construction (1391's),
- ✓ R&M Projects

The reality is that SRM funding is intimately linked to ISR ratings

Questions?



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Break For Lunch

1200-1300



DPW FACMAN 8-Hour Course



Your role as Building Energy Monitor

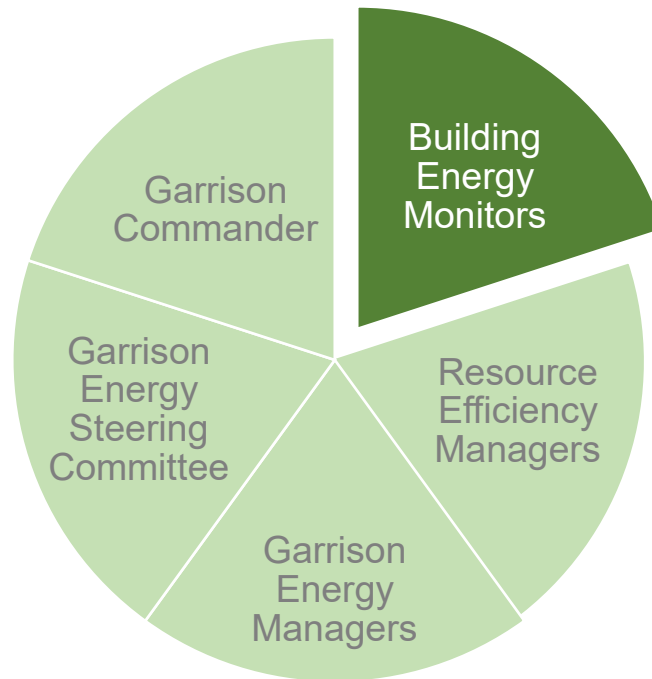
Reference: Para. 22-12 a.(2) of AR 420-1, Army Facilities Management, 24 August 2012



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Army Energy and Water Management Program



Goals for Army Energy and Water Management Program

- ❖ **Reduce energy use** by **2.5%** per square foot per year.
- ❖ **Reduce water use** by **2.0%** per square foot per year.



Goals

Reference: Sec. 3 (a)(i) and (f)(i) of EO 13693, Planning for Federal Sustainability in the Next Decade, 19 March 2015



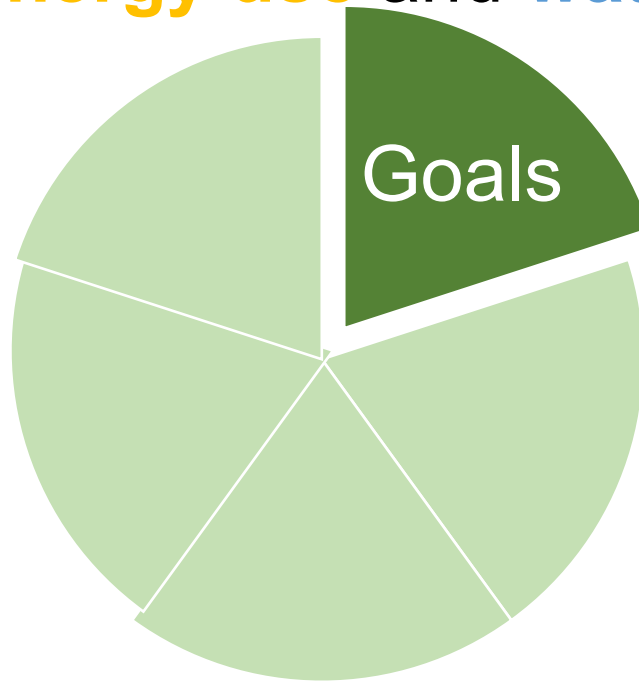
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Goals for Building Energy Monitors

- ❖ Help **identify** energy and water **waste**.
- ❖ Help **reduce energy use** and **water use**.

Note:
A 2.5%
savings
earns a
Green Boot
Award.



Reference: Introduction of IMCOM Building Energy Monitor Handbook, 14 December 2016

Identify Energy and Water **Waste** How to

Note:
These steps
make up the
basis for an
Energy and Water
Audit.

1. Simplify - Start in a single room.
2. What types of energy and water are present?
3. How and how often is that energy and water being used?
4. Are there opportunities to use less energy and water?
5. Repeat these steps in the next room.

How to Reduce Energy Use and Water Use

Note:
Remember, simple administrative changes can yield significant savings.

1. Simplify - Start in a single room.
2. Brainstorm what changes could reduce energy and water waste.
3. Ask how those changes might be brought about.
4. Implement those changes now or implement them later.
5. Repeat these steps in the next room.

Consider the following:

1. Start in a single room.
- 2. What types of energy and water are present?**
3. How and how often is that energy and water is being used?
4. Are there opportunities to use less energy and water?
5. Repeat these steps in the next room.

Types of

Energy

- Electric
- Electro-Magnetic
- Thermal
- Chemical
- ... etc.

Water

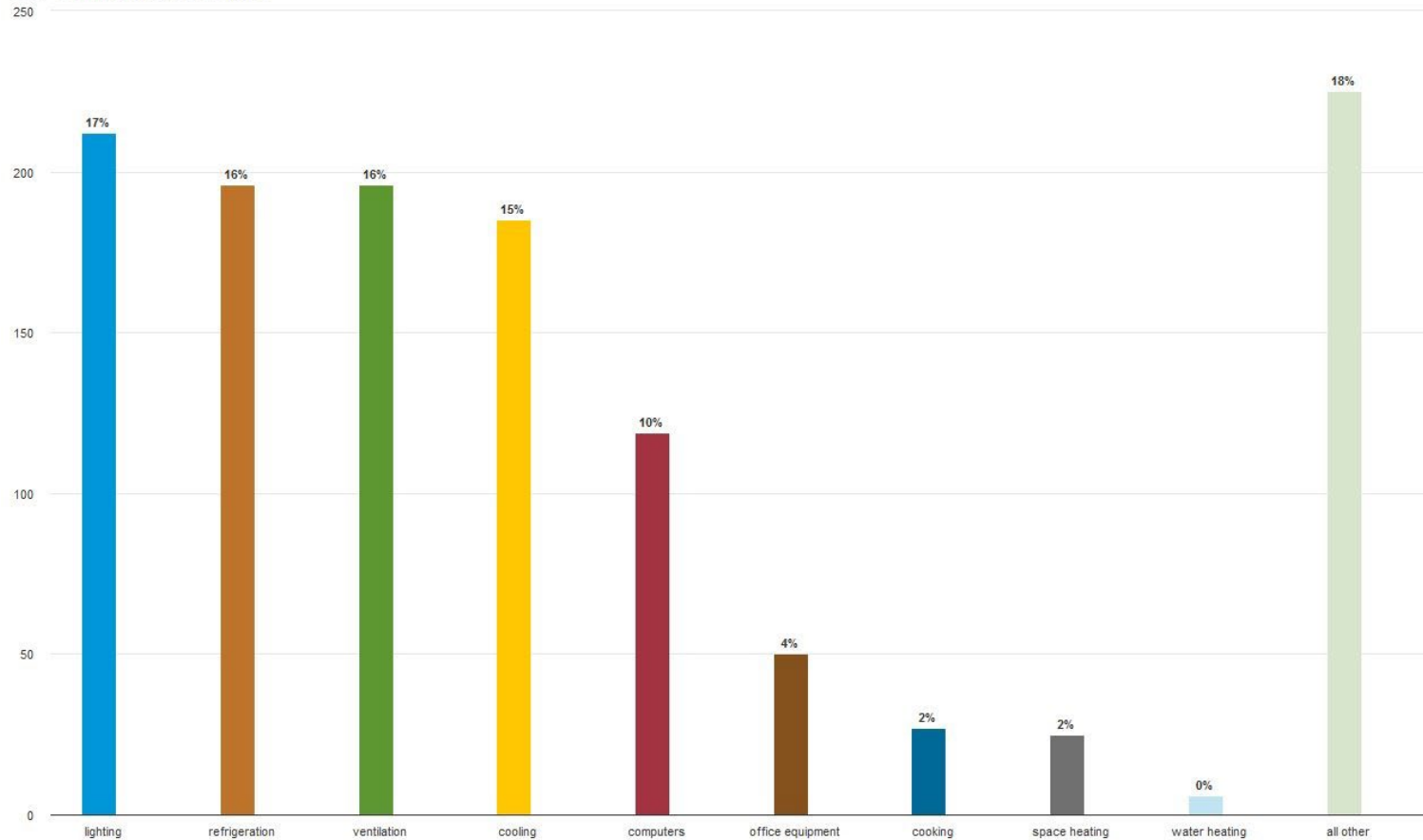
- Domestic Cold Water
- Domestic Hot Water
- Heating Hot Water
- Chilled Water
- ... etc.

Consider the following:

1. Start in a single room.
2. What types of energy and water are present?
- 3. How and how often is that energy and water is being used?**
4. Are there opportunities to use less energy and water?
5. Repeat these steps in the next room.

Electricity use in U.S. commercial buildings by major end uses, 2012

total = 1,243 billion kilowatthours (kWh)



Note: All other includes motors, pumps, air compressors, process equipment, backup electricity generation, and miscellaneous appliances and plug-loads.
Source: U.S. Energy Information Administration, 2012 Commercial Buildings Energy Consumption Survey, Consumption and Expenditures, Table E5, May 2016



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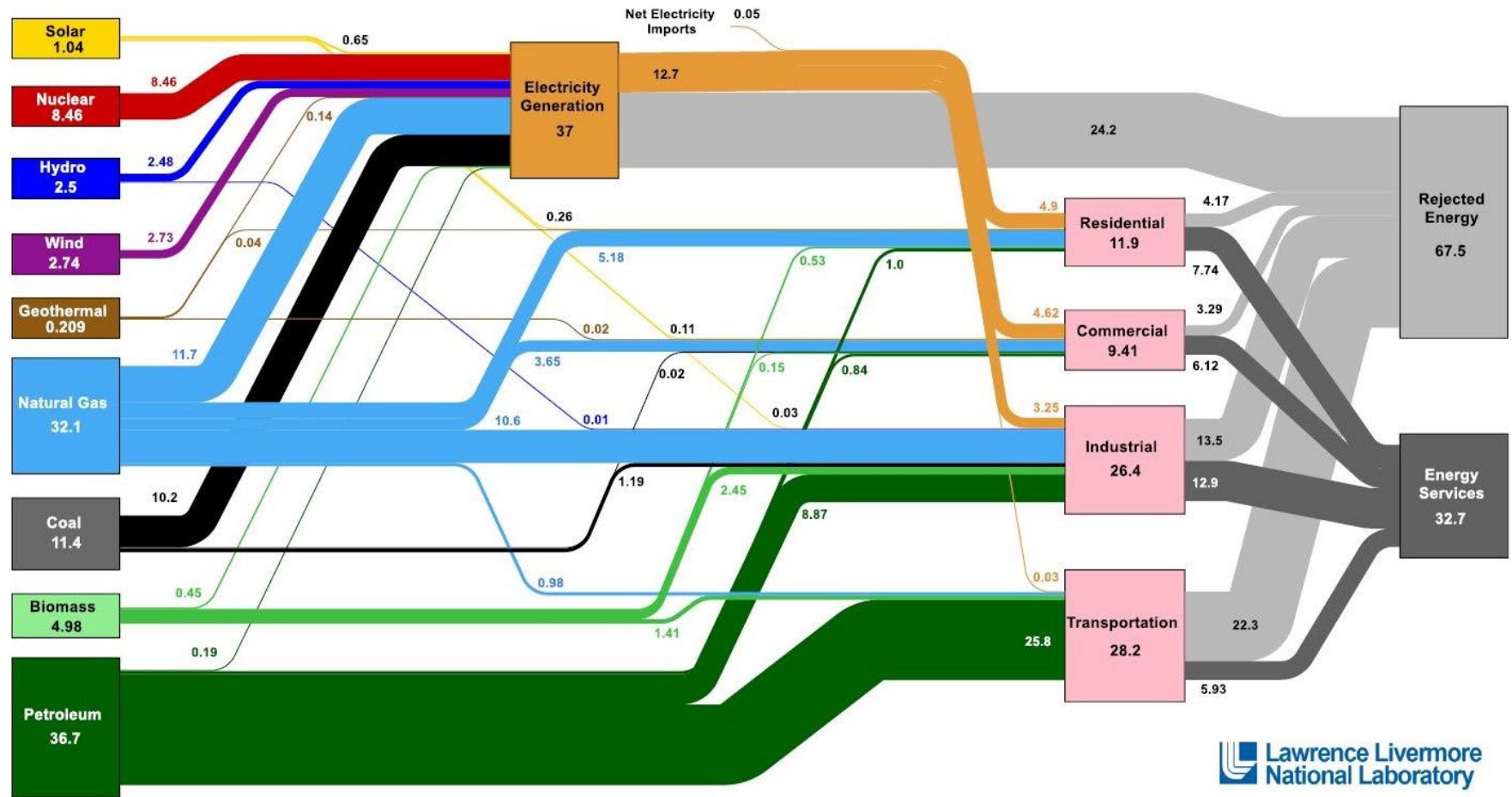


Consider the following:

1. Start in a single room.
2. What types of energy and water are present?
3. How and how often is that energy and water is being used?
- 4. Are there opportunities to use less energy and water?**
5. Repeat these steps in the next room.

DPW FACMAN 8-Hour Course

Estimated U.S. Energy Consumption in 2019: 100.2 Quads



How to Reduce Energy Use and Water Use

Note:
Remember, simple
administrative
changes can yield
significant savings.

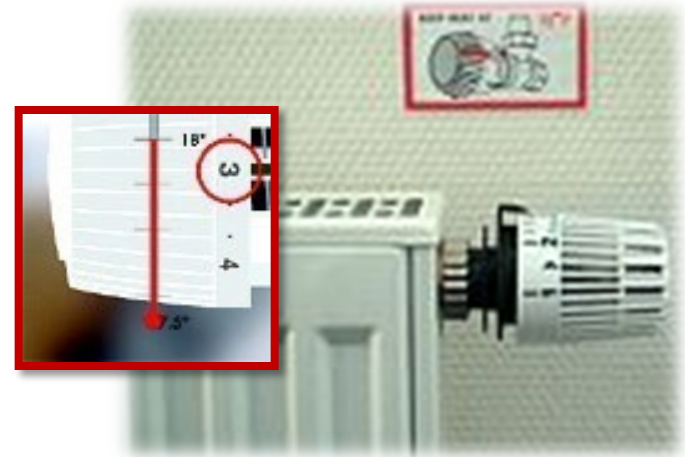
1. Simplify - Start in a single room.
2. Brainstorm what changes could reduce energy and water waste.
- 3. Ask how those changes might be brought about.**
4. Implement those changes now or implement them later.
5. Repeat these steps in the next room.

Example: Energy Conservation Measure (Thermal)

Thermostatic Radiator Valve Settings

- * = 7°C 44.6 °F
- 1 = 14°C 57.2 °F
- 2 = 17°C 62.6 °F
- 3 = 20°C 68 °F
- 4 = 23°C 73.4 °F
- 5 = 26°C 78.8 °F
- Max. = 27°C 80.6 °F

Radiator Valve



Example: Energy Conservation Measure (Thermal)

Ensuring windows and doors remain closed during winter.



DPW FACMAN 8-Hour Course

Information on Air Conditioning



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Requirements for Air Conditioning

- ❖ Air conditioning requirements for comfort cooling will be evaluated and approved by the garrison commander **based on local conditions**.
- ❖ Facilities are eligible for air conditioning where facilities of similar structure and function in the **local private sector** are equipped with air conditioning.

Reference: Para. 22-44 a. of AR 420-1, Army Facilities Management, 24 August 2012

Reference: Para. 3-5.1 of UFC 3-410-01, Heating, Ventilating, and Air Conditioning Systems, 1 November 2017

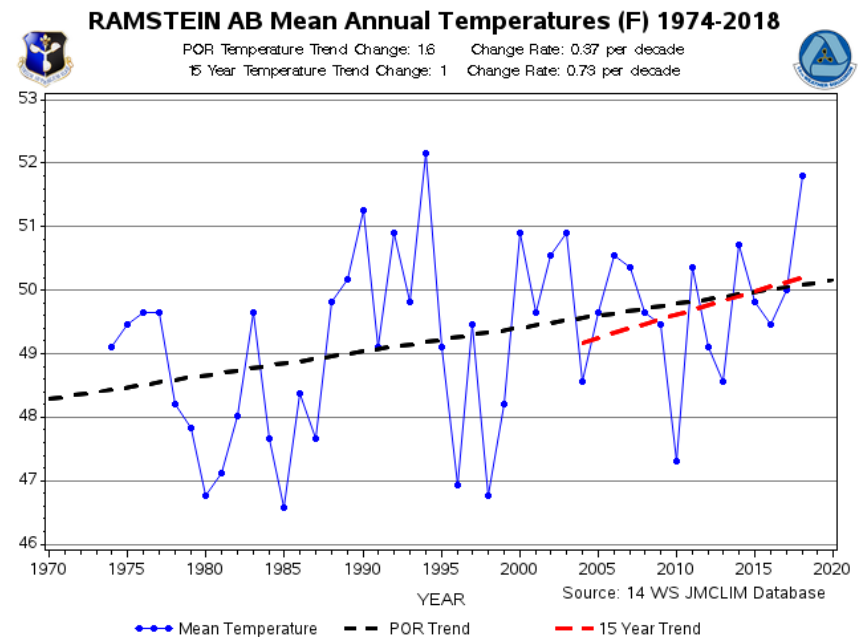
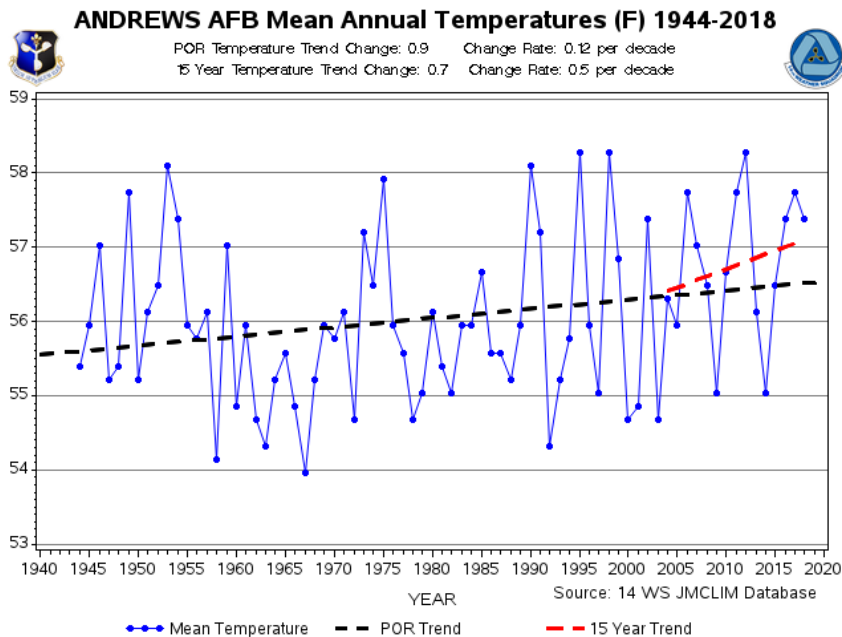


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Climate in the U.S.

Climate in Germany



Requirements for Air Conditioning

❖ When can air conditioning be installed?

Note:
In brief, AC may be approved when there's a justifiable requirement for it.

5. HVAC Approval Authorities.

a. The Director, IMCOM-Europe is the approval authority for the Installation of new AC systems, or the complete replacement of an existing system, when a renewable energy offset is not provided, and the installation of AC is beyond the Garrison Commander approval authority as specified in 5.b.

b. The Garrison Commander is the approval authority for all other requirements. Approval authority may be delegated to the Director of Public Works (DPW).

(1) Installation of new AC systems, or the complete replacement of an existing systems, when a renewable energy offset is provided. An offset is when a renewable energy source is funded and implemented in conjunction with the installation of the AC and exceeds the electrical consumption of the AC unit.

(2) Facilities or spaces that have air conditioning and change use or are assigned to a new organization.

(3) Communications and Server Equipment Rooms.

(4) Health Care Facilities.

(5) Secure facilities where windows cannot open or do not exist and mechanical ventilation is not life-cycle cost effective.

(6) Use of portable AC devices in AFH and spaces when justified due to a medical condition that warrants AC (if not currently approved) or when justified due to Life, Health, Safety. The medical condition and need for portable AC must be recognized as a medical necessity through the Exceptional Family Member screening program or confirmed by the Commander of the medical facility and O-5 or above.

(7) Use of portable devices in accordance with paragraph 6.b.



Consider para. 5. b.(1) – Energy Offset

Reference: Para. 5 of IMCOM-E Air Conditioning Policy, 4 September 2019

Requirements for Air Conditioning

❖ How do you request air conditioning?

Work Order

Justification Memo

FACILITIES ENGINEERING WORK REQUEST															
This project complies with Title 10, USC Section 2401, for maintenance, repair and construction contracts for real property using Operation and Maintenance funds.															
PART A (See requestor instructions)		CUSTOMER ID	DOCUMENT SERIAL NUMBER	FY	TYPE	SHORT JOB DESCRIPTION					DATE				
											DA	MON	YR		
INSTALLATION ABBREVIATION OF FACILITIES		BUILDING/FACILITY NUMBERS													
		1	2	3	4	5	6	7	8	9	10				
1															
2															
3															
REMARKS															
INSTALLATION NAME: CUSTOMER NAME: POC NAME: POC PHONE NUMBER:															
WORK DESCRIPTION (Description and justification of work request)															
AUTHORIZED REQUESTOR (Type or print): AUTHORIZED REQUESTOR SIGNATURE:															
PART B (Approving Official Only)															
APPROVAL ACTION CODE:		SPECIAL INTEREST CODE:		DATE											
WORK REQUEST PRIORITY:		ESTIMATED WORK START DATE:		DA		MON		YR							
PROGRAM INDICATOR CODE:		ESTIMATED WORK COMPLETION DATE:													
ENVIRONMENTAL IMPACT		WORK TO BE PERFORMED		WORKCLASS		APPROVAL AMOUNTS		UNFUNDED		SOURCE OF FUNDS					
YES NO		IN-HOUSE		TOTAL		\$		\$		DIRECT					
<input type="checkbox"/> <input type="checkbox"/>		<input type="checkbox"/> SELF-HELP								<input type="checkbox"/> AUTOMATIC REIMBURSEMENT					
<input type="checkbox"/> ENVIRONMENTAL CONSIDERATION		<input type="checkbox"/> CONTRACT								<input type="checkbox"/> FUNDED REIMBURSEMENT					
<input type="checkbox"/> EIS / EIA INITIATED		<input type="checkbox"/> TROOP								<input type="checkbox"/> ACCOUNT PROCESSING CODE					
<input type="checkbox"/> EIS / EIA COMPLETED															
DESIGN APPROVAL (Please type or print name)		DATE		APPROVAL AUTHORITY (Please type or print name)		APPROVAL ACTION		DATE							
DESIGN APPROVAL SIGNATURE		DA		MON		YR		APPROVED		DA		MON		YR	
				APPROVAL AUTHORITY SIGNATURE				DISAPPROVED							

DA FORM 4283, NOV 2018 PREVIOUS EDITIONS ARE OBSOLETE. APO US V. 0803 Page 1 of 2



DEPARTMENT OF THE ARMY
(Requesting Agency Name)
(Unit Number)
(APO AE Zip Code)

(Office Symbol)

DD Month YYYY

(If the request meets an exception to IMCOM-E's AC Policy referenced below, use the following:

FOR United States Army Garrison Rheinland-Pfalz; Directorate of Public Works; IMRP-PW; Rhine Ordnance Barracks; Unit 23152; APO AE 09067-3152

(If the request doesn't meet an exception to IMCOM-E's AC Policy referenced below, use the following:

MEMORANDUM THRU United States Army Garrison Rheinland-Pfalz; Directorate of Public Works; IMRP-PW; Rhine Ordnance Barracks; Unit 23152; APO AE 09067-3152

FOR Director, IMCOM Europe, APO AE 09136-3103

SUBJECT: Request for Approval for Operation of Air Conditioning for (installation name, building number, and room number if applicable), U.S. Army Garrison Rheinland-Pfalz



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CUI

Consider Alternatives to Air Conditioning

Exterior shutters, blinds, jalousie, rollladers all significantly reduce solar heat gain.



Recommend putting in a work order if your building does not have exterior blinds.

Information on Ventilation



Requirements for **Ventilation**

ASHRAE 62.1-2016

Note:
In brief, every
required occupied
space needs to
have ventilation.

- ❖ Installation of mechanical **ventilation** and separate exhaust systems when needed for personnel safety or for proper function of equipment as required by the manufacturer.
- ❖ Provide the interior design conditions, including temperature humidity, filtration, **ventilation**, **air changes**, etc. that are used for the design.

Reference: ASHRAE 62.1-2016, Ventilation for Acceptable Indoor Air Quality

Reference: Para. 4-63 b.(8) of AR 420-1, Army Facilities Management, 24 August 2012

Reference: Para. 5-1.1.1 of UFC 3-410-01, Heating, Ventilating, and Air Conditioning Systems, 1 November 2017



Best Practices for Ventilation

1. Close radiator valve.
2. Open the window completely.
3. Leave window open for about 5-10 minutes.
4. Close window - lock your windows so they will seal tight.
5. Open radiator valve.
6. Air rooms frequently.



Information on the Green Boot Program



Goals for

Green Boot Program

- ❖ **Reduce energy use** by **2.5%** per square foot per year.
- ❖ **Reduce water use** by **2.5%** per square foot per year.
- ❖ **Reduce waste generation** by **2.5%** per square foot per year.

Green Boot Program



Your actions have a ripple effect.

ENERGY INDEPENDENCE

DEPENDS ON US.

CHOOSE WISELY. USE WISELY.



U.S. Department of Energy
**Energy Efficiency
and Renewable Energy**

Bringing you a prosperous future where energy
is clean, abundant, reliable, and affordable.
For more information contact:
EERE Information Center: 1-877-EERE-INFO (1-877-337-3463)
www.eere.energy.gov

FOR STEPS YOU CAN TAKE, VISIT:
WWW.ENERGYSAVERS.GOV



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Environmental Officer Content

- Environmental Officer Appointment
- EO Requirements and Responsibilities
- Environmental Quality Control Committee
- Environmental Audits and Inspections
- Hazardous Materials
- Hazardous Waste
- Transportation of Hazardous Goods
- Spill Response
- Asbestos
- Stormwater Pollution Prevention
- Natural Resource Management
- Cultural and Historic Resource Management
- SharePoint

NOTE: EO must complete separate training!

Environmental Officer Appointment

USAG RP TASKORD 19-124, Facility Manager (FACMAN) Appointment:

3.D.4. (U) Execution of EO duties are hands-on and depending upon the daily activities of a building can be time-consuming. A separate EO appointment, in addition to the FACMAN, is suggested for this situation. When no separate EO appointment exists, the FACMAN will perform all required EO duties and complete all required EO training.

Environmental Officer Requirement:

- Unit commanders and commanders of major supported missions must designate environmental officers (EO) if the organization handles hazardous materials (HM) or generates hazardous waste (HW) or otherwise affects the environment.

Army in Europe Regulation 200-1

Environmental Officer Responsibilities

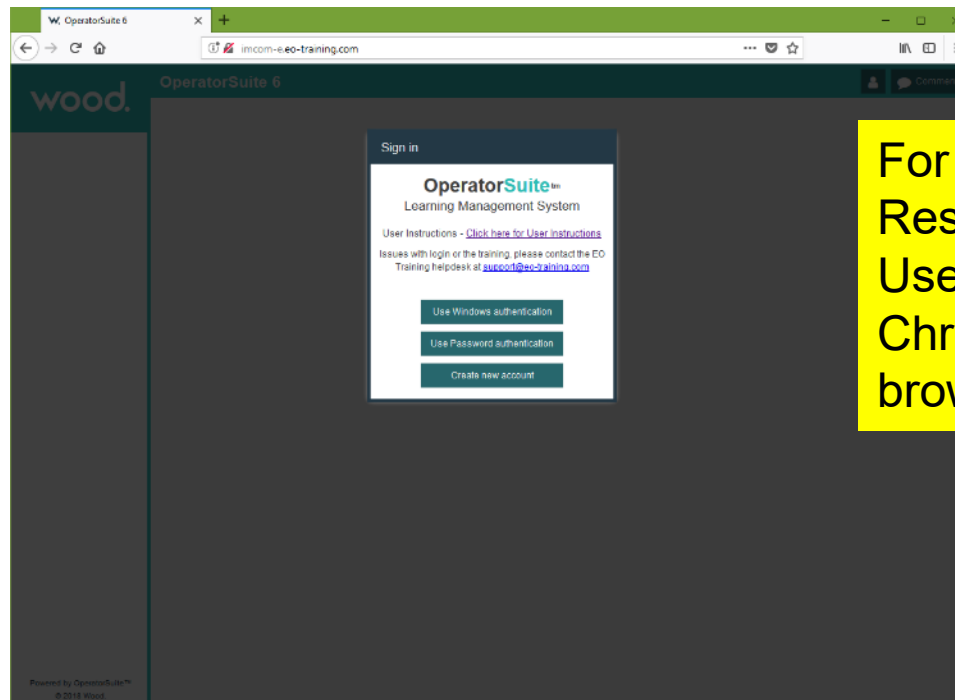
- Act as POC for the Environmental Management Division
- Manage Unit's Environmental Programs
- Ensure environmental instructions are given to all unit members
 - Document the training provided



EO Responsibilities: Training

- ✓ Complete the Initial 40-hour Online Training within 60 days of Appointment
- ✓ Complete the Annual 8-hour EO Refresher Course (Classroom or Online)

Online training is available at: imcom-e.eo-training.com



**For Best Results:
Use Firefox or Chrome browsers.**

(POC: kai.weber.LN@mail.mil, 531-3103; benjamin.kriger.LN@mail.mil, 531-3113)



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Environmental Officer: Training

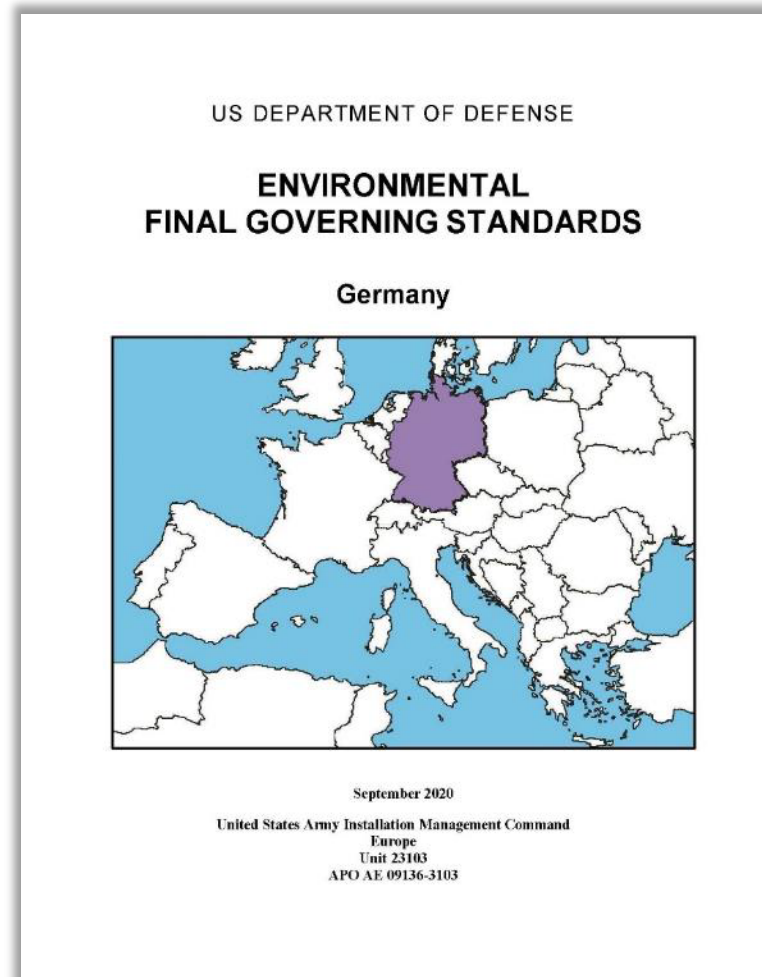
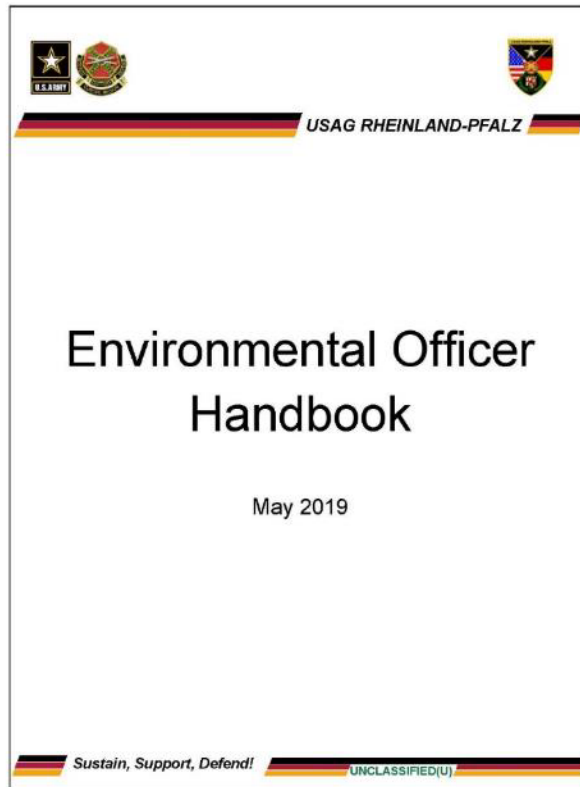
- Environmental Officer Training - 8 Hour Refresher
 - Conducted via MS Teams (Currently)
 - [Team: USAG RP Environmental Officer Training]
 - Contact Dr. Anja Kotzerke to register
 - Training typically offered 2 times per month
 - Training can be provided in English or German

(POC: anja.kotzerke.LN@mail.mil, 541-4739)



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U.S. ARMY Environmental Program Oversight

- Environmental Quality Control Committee (EQCC)
 - Meets quarterly to monitor USAG RP's environmental/energy compliance
- Commanders' Forum: FY24 Qtr 1, 24 OCT 2023
 - Chaired by USAG RP Garrison Commander
 - MS Teams [USAG RP EQCC]
 - Results from Working Group Forum presented to Command level
- Working Group Forum: FY23 Qtr 4, 19 JUL 2023
 - Chaired by DPW Director
 - MS Teams [USAG RP EQCC]
 - Environmental Officers **are encouraged** to attend and discuss issues



Regular Inspections and Courtesy Visits

- DPW EMD performs (sometimes unannounced) inspections to check for compliance
- Units handling hazardous waste are inspected quarterly
- Units can ask for courtesy visits at any time if in need of assistance

Environmental Performance Assessment and Assistance System (EPAAS)

- Assessment of environmental compliance with legal and Army requirements
- Internal EPAAS (annually): FY23 Rolling
- External EPAAS (every 3 years) Last: 7 - 17 September 2021

(POC: brandy.l.reeves.civ@mail.mil, 541-4707)



Hazardous Substances

HS represent hazards to health and the environment



On average, \$3 million per year is spent on clean-up projects here at USAG RP.



A single liter of oil can contaminate a million liters of ground water.



Chemical agent spills can result in rust and structural breakdowns.

Hazardous Materials

How do you identify Hazardous Material (HM)?

– Look for labels or text on the container!



Units handling or storing HM need to have an appointed and trained EO!



Hazardous Waste

What is Hazardous Waste?

- HW includes all used, no longer usable, expired (if the shelf life cannot be extended) or spilled HM.



Properly trained
(IAW ADR)
POC must sign
shipment
documents.

Übernahmeschein Blatt 1		Nr. 23234821755202 6
Beleg zum Nachweis der Entsorgung von Abfällen		
Abfallbezeichnung: 1) Aufbaue- und Filtermaterialien (einschl. Ölfilter, a.n.g.), Waschlücher und Schutzkleidung, die durch gefährliche Stoffe verunreinigt sind		Rheinland-Platz
Abfallschlüssel: 1) 15 02 02 *	Entsorgungsscheinnummer S N G 1 2 0 0 4 2 8 5 8	Menge in t 0,368
Erzeugernummer G 0 8 4 4 6 3 0 8	Beförderernummer G 0 8 3 5 4 3 8 9	Entsorgungsnr. G 0 8 4 4 6 8 2 5
Datum der Übergabe (Tag, Monat, Jahr) 1 0 0 9 1 4	Datum der Übernahme (Tag, Monat, Jahr) 1 0 0 9 1 4	Datum der Abnahme (Tag, Monat, Jahr) 1 0 0 9 1 4
Kfz-Kennzeichen RP PE 102	Kfz-Kennzeichen	
Firmenname, Anschrift USAG Kasernebauten Pulaski Bks. Geb. Auto Craft Shop Kasernestrasse Geb. 2R09 D 67861 Kasernebauten	Firmenname, Anschrift Sud-Müll GmbH & Co. KG für Abfall- und Sonderabfallbeseitigung Oerndorfer Straße D 67258 Hülshausen	Firmenname, Anschrift Sud-Müll GmbH & Co. KG für Abfall- und Sonderabfallbeseitigung Oerndorfer Straße D 67258 Hülshausen
Nr. x U. m. j. Unterschrift: (als Versicherung der ordnungsgemäßen Beseitigung)	Nr. x U. m. j. Unterschrift: (als Versicherung der ordnungsgemäßen Beseitigung)	Nr. x U. m. j. Unterschrift: (als Versicherung der ordnungsgemäßen Beseitigung)
Frei für Vermerke: UN 3175 ABFALL FESTE STOFFE, DIE ENTZÜNDBARE FLÜSSIGE STOFFE ENTHALTEN, N.A.G. (Erdölsektoren, Xylene), 4.1, II, (s. UNNAHTZUFÜHRUNG) Ausnahme 18 2027 Auftrag: 09073803 Ko-Nr.: 3304207 USAG Kasernebauten DPW Environmental Branch OpEx/rel 67861 Kasernebauten SS-Nr.: 7033 US NL OVB ASB		

(POC: marc.k.gross.ln@mail.mil, 541-4744)

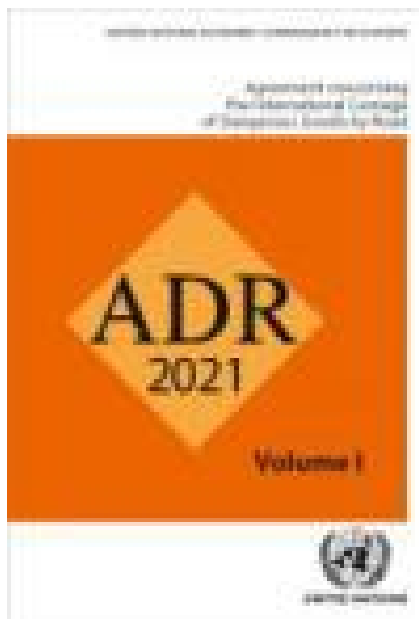
(Current POC for Baumholder: benjamin.krieger.ln@mail.mil, 531-3113)



Transportation of Dangerous Goods

Hazardous substances transportation on public roads follows the ADR 2021:

<https://unece.org/transportdangerous-goods/adr-2021-files>



For questions and advice contact the USAREUR Command Dangerous Goods Advisor

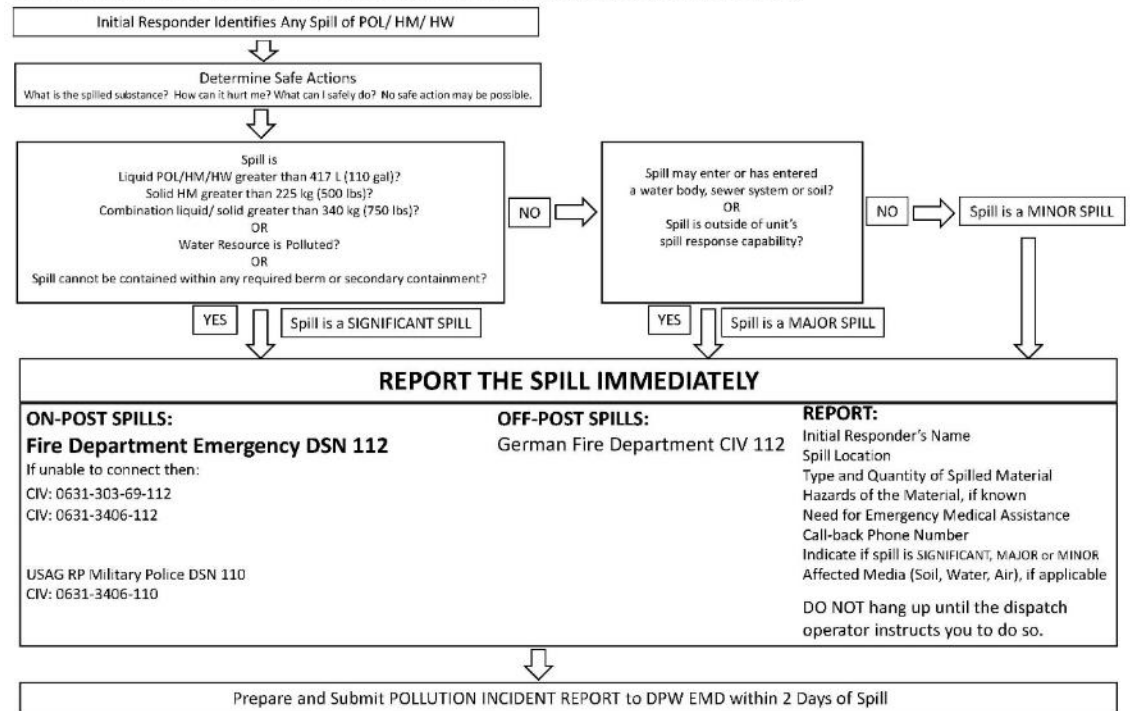
(POC: ehrenfried.j.dengler.ln@mail.mil 537-0396)



Spill Response

In the event of a hazardous substance spill, the **Red Plan** serves as an immediate action tool to initiate the correct response at the earliest possible time.

RED PLAN, FIGURE 1: USAG RP INITIAL SPILL RESPONSE AND NOTIFICATION PROCEDURES

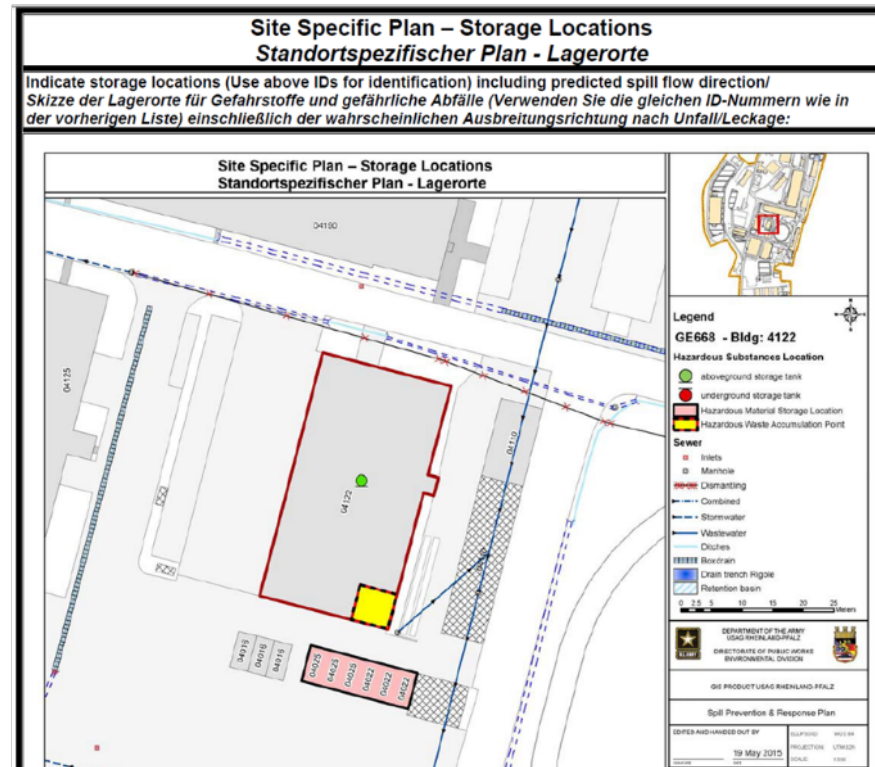


Red Plan

Spill Response

Site-Specific Spill Response Plan

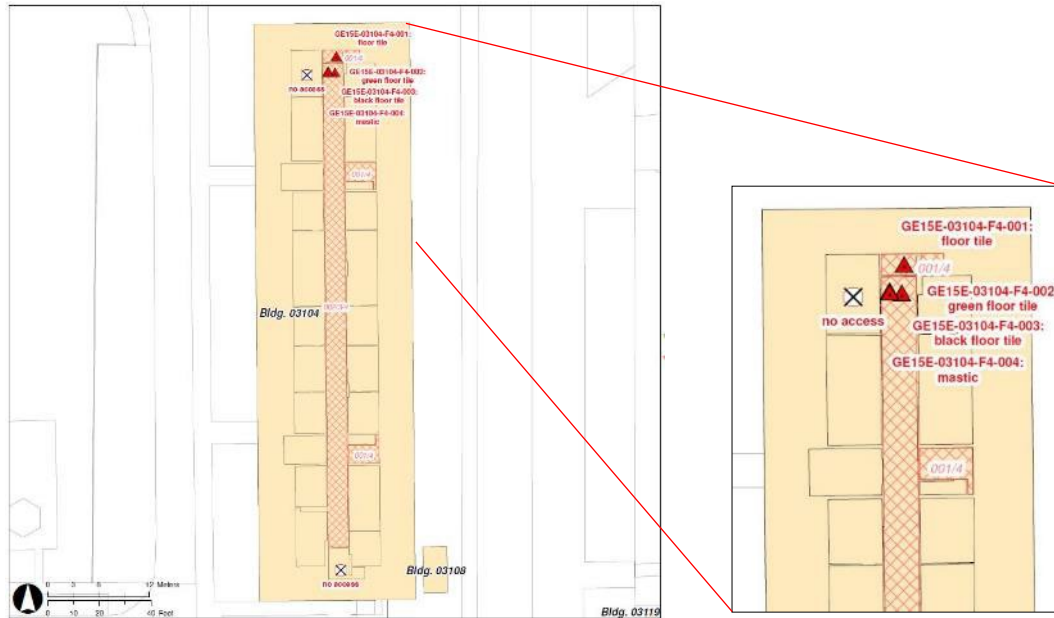
- Spill flow directions
- Storage locations and content




Asbestos

Facility Asbestos Data maintained by DPW EMD

- Reevaluation IAW Host Nation Regulations
 - Dependent on Condition (5 Years or 2 Years)
- Asbestos information available upon request



amec		GE15E - Daenner Kaserne		USAG Rheinland-Pfalz, Germany Asbestos Survey and Reassessment, Final Report November 2014 AMEC Project ID: 477720044G	
Building number:	3107	Pipe			
Material/Sample ID:	GE15E-03107-B0-002	Description:	Plaster insulation on the outside of pipe insulation. Material is partly in bad condition.		
Material/Sample location:	Heating Room	Floor:	Basement	Inspection date:	3/5/2014
Analysis result:	No Asbestos	Friable:	N/A		
Identified in previous survey:	No	Quantity:	50sqm	Condition:	Poor
Photos: 					

amec		GE15E - Daenner Kaserne		USAG Rheinland-Pfalz, Germany Asbestos Survey and Reassessment, Final Report November 2014 AMEC Project ID: 477720044G	
Building number:	3104	Floor Tiles			
Material/Sample ID:	GE15E-03104-F4-002	Description:	Dark green floor tiles (10" x 25 x 25 cm) in the hallway of the 4 th floor in checkerboard pattern with black floor tiles.		
Material/Sample location:	Hallway	Floor:	Fourth Floor	Inspection date:	3/5/2014
Analysis result:	Chrysotile Asbestos	Friable:	No		
Identified in previous survey:	Yes	Quantity:	80sqm	Condition:	Fair
Photos: 					
Urgency Level: III - Long-term action required (resurvey and reassessment max. within 5 years) Next Survey: 2019					

(POCs: johannes.haid.ln@mail.mil, 541-4239; benjamin.krieger.ln@mail.mil, 531-3113)

U.S. ARMY Solid Waste and Recycling Requirements

“Storage containers should be leakproof, waterproof, and vermin-proof... Storage containers should have functional lids and **shall be kept closed** except at times of filling and emptying” FGS C7.3.7.



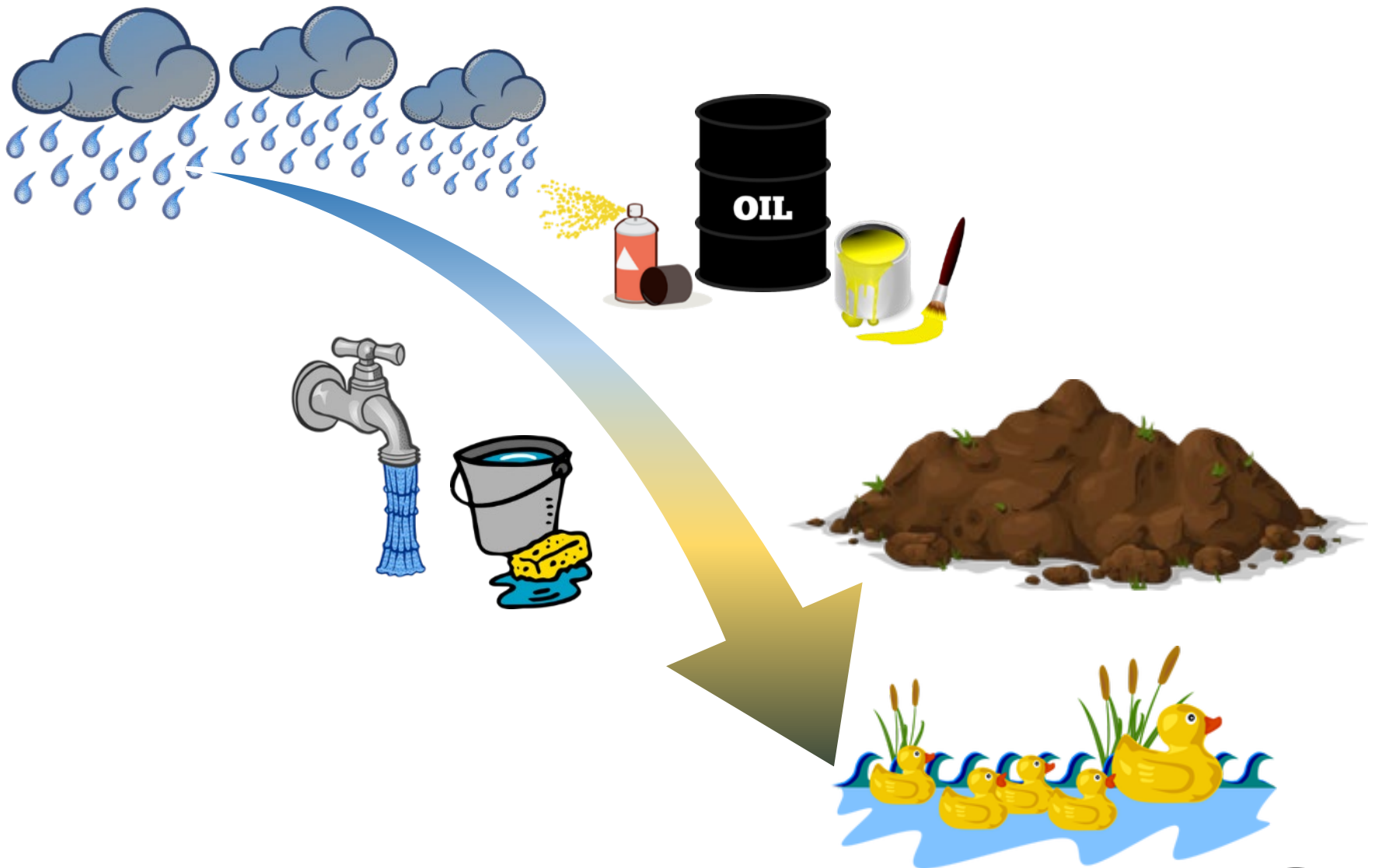
(POCs: Kaiserslautern: franz.j.schork.ln@mail.mil, 541-4798; Baumholder: clemens.bambach2.ln@mail.mil, 531-3043)



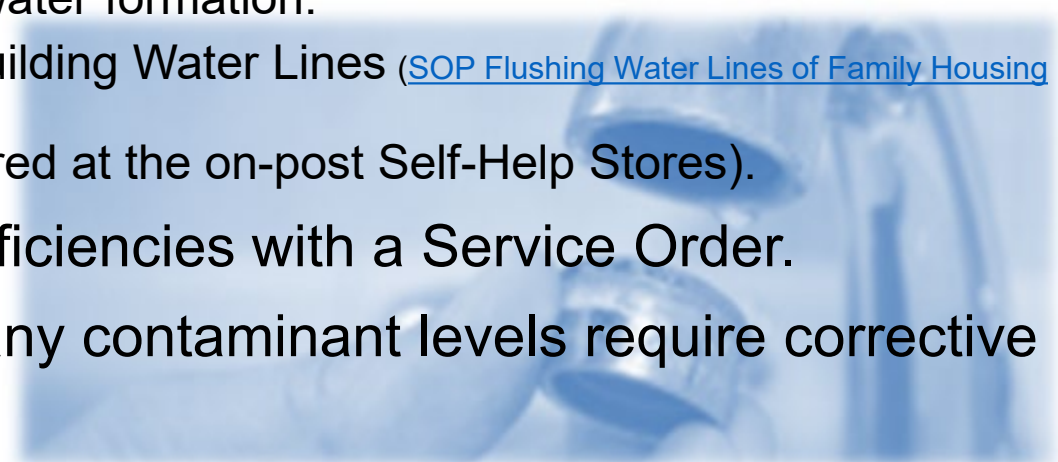
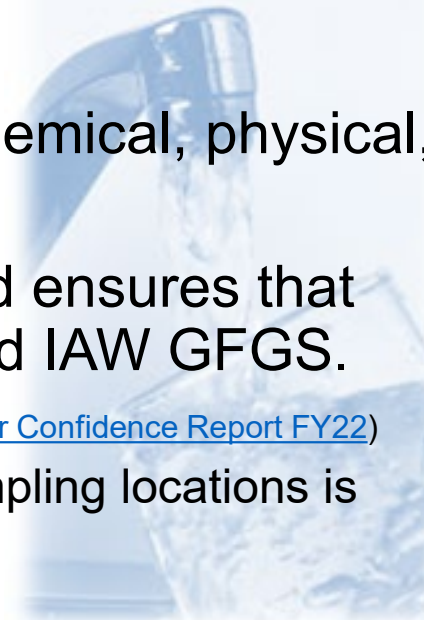
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Stormwater Pollution?!?



Drinking Water Quality

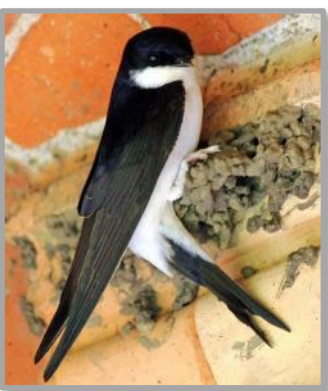


- Drinking water is periodically analyzed for selected chemical, physical, and radiological water quality parameters by PHCE.
- DPW is responsible for DoD public water systems and ensures that they are properly operated, maintained, and monitored IAW GFGS.
 - Refer to FY22 CCR for more details ([USAG RP Drinking Water Consumer Confidence Report FY22](#))
 - Please support routine testing and ensure that access to sampling locations is granted.
- Self-help:
 - Flush (underutilized) water to prevent stagnation and risks, like Legionella bacteria occurrence or brown water formation.
 - Refer to SOP for Flushing Building Water Lines ([SOP Flushing Water Lines of Family Housing and Barracks Buildings](#))
 - Clean or replace aerators (offered at the on-post Self-Help Stores).
- Report any drinking water deficiencies with a Service Order.
- Occupants will be notified if any contaminant levels require corrective actions.

Natural Resources Management

Some species use building façades as substitute for natural nesting and resting sites.

GOOD TO KNOW WHEN MANAGING ARMY FACILITIES:



Several building dwelling species like bats (e.g. pipistrelle bat, serotine bat, mouse eared bat) and birds (e.g. swift, house martin, swallow, sparrow, and black redstart) are legally protected species in accordance with European, German Federal (§44 BNatSchG) and State Nature Protection Law (§24 LNatSchG).



Any work request affecting building exterior will be evaluated by EMD for potential impact to legally protected building dwelling species and appropriate actions will be coordinated accordingly.

(POC: claudia.weber1.ln@mail.mil, 541-4701)

Natural Resources Management

Environmental crime in the light of recent events:

OFFENSE AGAINST GERMAN FOREST LAWS

- **Game trespassing (against wildlife, poaching)**
- **Forest trespassing (against vegetation)**



Poaching:

- 1) Intrusion into third party hunting rights as defined by Federal Penal Code:
 - Preying on, trapping, killing or taking possession of game
 - Taking possession, damaging or destroying of wildlife subject to German Federal Hunting Act
- 2) Offense against §292 Federal Penal Code and subject to monetary fine or imprisonment up to 5 years.



Legal hunting requirements IAW Federal Hunting Act:

- 1) **Acquisition of hunting license** IAW §15 Federal Hunting Act, license must be produced at request of Police or Game Protection Authority (§ 25 Federal Hunting Act)
- 2) **Assigned game reserve** by hunting lease (agreement and fee) or hunting permit or personal invitation by game reserve authority

Natural Resources Management

Environmental crime in the light of recent events:

OFFENSE AGAINST GERMAN FOREST LAWS

- Game trespassing (against wildlife, poaching)
- **Forest trespassing (against vegetation)**

Forest on installation is property of governmental Forest Agencies.



Vandalism to forest vegetation:

- 1) Intrusion into third party property rights as defined by Federal Penal Code: Willful or attempted damage to property
- 2) Offense against §303 Federal Penal Code and subject to monetary fine or imprisonment up to 2 years.
- 3) Damage including loss of wildlife habitat (e.g. holes used by birds or mammals) is offense against §39 Federal Nature Protection Act

(POC: Federal and State Forest Agency)



Natural Resources Management

Environmental crime in the light of recent events:

OFFENSE AGAINST GERMAN FOREST LAWS

- Game trespassing (against wildlife, poaching)
- Forest trespassing (against vegetation)

AS A CONSEQUENCE:

Any illegal hunting or vandalism to forest vegetation will be reported to Military and German Police.

Damages will be claimed IAW §903 German Civil Code based on property rights granted by German Constitution.

(POC: Federal and State Forest Agency)



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Cultural and Historic Resources

Several protected cultural and historical sites exist within the USAG RP:

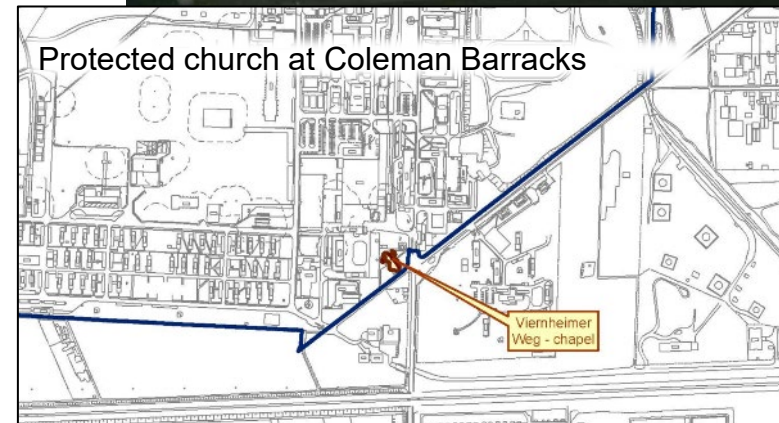
- Roman road (ROB/MAD)
- Garrison-wide about 10 archeological sites with Celtic/bronze age barrows or barrow fields
- **Historical building ensemble (Kleber Kaserne)**
- **Historical church (Coleman Barracks)**

GOOD TO KNOW WHEN MANAGING ARMY FACILITIES:

Any work request affecting protected historical sites and buildings will be evaluated by EMD for need to coordinate work with Host Nation Cultural Heritage Authorities.



Historical clock-tower at Kleber Kaserne



Protected church at Coleman Barracks

Cultural and Historic Resources

KEEP IN MIND:

“Installation commanders shall ESTABLISH MEASURES TO PREVENT DOD PERSONNEL FROM DISTURBING OR REMOVING HISTORIC OR CULTURAL RESOURCES without permission of the host nation.” (Final Governing Standards, C12.3.6)

For on-post AND off-post activities:

- It is prohibited to search (e.g. by digging or with the help of a metal detector) for historical or cultural artifacts without a HN permit.
- Accidentally found historical or cultural ARTIFACTS ARE OWNED BY THE FEDERAL STATE and the finds and location shall be reported to the local Cultural Protection Agency.

(POC: claudia.weber1.ln@mail.mil, 541-4701)

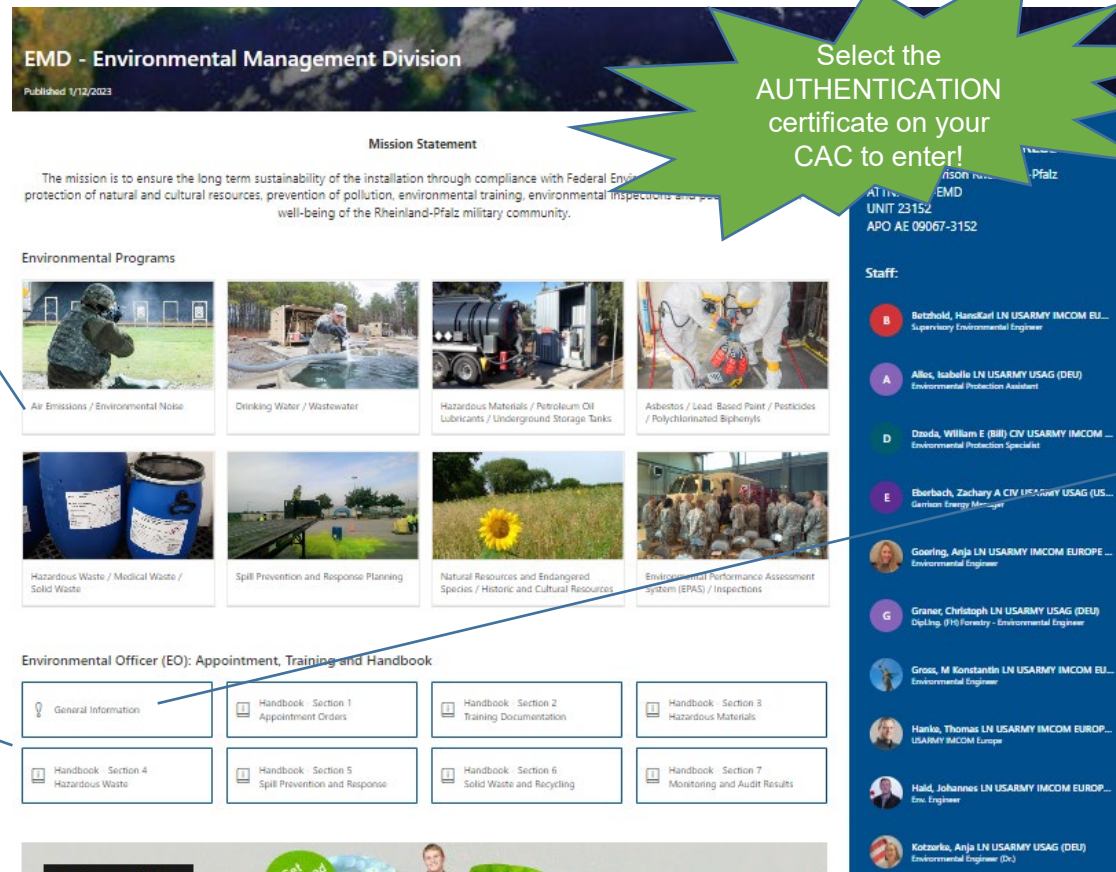


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All environmental information posted on new DPW EMD SharePoint:

https://armyeitaas.sharepoint-mil.us/sites/IMCOM-ID-E-USAG-Rheinland-Pfalz/SitePages/DPW_EMD_Home.aspx



EMD - Environmental Management Division
Published 1/12/2023

Mission Statement
The mission is to ensure the long term sustainability of the installation through compliance with Federal Environmental laws, protection of natural and cultural resources, prevention of pollution, environmental training, environmental inspections and the well-being of the Rheinland-Pfalz military community.

Environmental Programs

- Air Emissions / Environmental Noise
- Drinking Water / Wastewater
- Hazardous Materials / Petroleum Oil Lubricants / Underground Storage Tanks
- Asbestos / Lead-Based Paint / Pesticides / Polychlorinated Biphenyls
- Hazardous Waste / Medical Waste / Solid Waste
- Spill Prevention and Response Planning
- Natural Resources and Endangered Species / Historic and Cultural Resources
- Environmental Performance Assessment System (EPAS) / Inspections

Environmental Officer (EO): Appointment, Training and Handbook

- General Information
- Handbook - Section 1 Appointment Orders
- Handbook - Section 2 Training Documentation
- Handbook - Section 3 Hazardous Materials
- Handbook - Section 4 Hazardous Waste
- Handbook - Section 5 Spill Prevention and Response
- Handbook - Section 6 Solid Waste and Recycling
- Handbook - Section 7 Monitoring and Audit Results

Staff:

- Bethhold, HansKarl LN USARMY IMCOM EU...
Supervisory Environmental Engineer
- Allen, Isabelle LN USARMY USAG (DEU)
Environmental Protection Assistant
- Droda, William E (Bill) CIV USARMY IMCOM ...
Environmental Protection Specialist
- Eberbach, Zachary A CIV USARMY USAG (US...
German Energy Manager
- Goering, Anja LN USARMY IMCOM EUROPE ...
Environmental Engineer
- Graser, Christoph LN USARMY USAG (DEU)
Dipl.-Ing. (FH) Forestry - Environmental Engineer
- Gross, M Konstantin LN USARMY IMCOM EU...
Environmental Engineer
- Hanke, Thomas LN USARMY IMCOM EUROPE...
USARMY IMCOM Europe
- Held, Johannes LN USARMY IMCOM EUROPE...
Env. Engineer
- Kotzarka, Anja LN USARMY USAG (DEU)
Environmental Engineer (Dh)

Environmental Programs

Select the AUTHENTICATION certificate on your CAC to enter!

Environmental POCs

Environmental Organizational Chart

Environmental Officer Handbook

USAG RHEINLAND-PFALZ FACMAN / SAFETY ORIENTATION



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FACMAN/SAFETY ORIENTATION

USAG RHEINLAND-PFALZ SAFETY OFFICE POINTS OF CONTACT

Rhine Ordnance Barracks

Mr. Richard L. Curikshank	Safety Director	541-2300
Vacant	Deputy Safety Director	541-2301
Mr. Curt Hoyer	Safety Specialist	541-2303
Mr. Herbert Nold	Safety Specialist	541-2302
Mr. Michael Kah	Safety Specialist	541-2305

Baumholder

Ms. Robert Backert	Safety Specialist	531-2752
Vacant	Safety Specialist	531-2753

Common Office Safety and Health Hazards

Safety Inspection Common Findings

- Housekeeping and Physical layout
- Are walking working surfaces free from debris, depressions, tripping hazards, strong enough to support the weight of workers, and dry?
- Are cabinets and racks secured from falling over, and not too heavy?
- Exits and Egress
- Fire hazards
- Are ramps and walk ways kept free from debris, snow or ice?
- Are items secured from falling on workers or the public?
- Electrical equipment & 'daisy-chaining'



Physical Layout / Housekeeping Controls

- Regularly inspect, and repair or replace faulty carpeting.
- Remove excess debris from the work area.
- Clean up spills promptly



Excess debris in work area

Exits and Egress Hazards

- Emergency Exits must remain free of obstructions at all times.
- Blocked or improperly planned means of egress can lead to injuries as a result of slips, trips, and falls.
- Temporarily blocking an exit, even if unintentional, can lead to accidents happening.



Blocked exit

Fire Hazard Controls

To reduce office fire hazards:

- Fire extinguishers and alarms must be conspicuously placed and accessible.
- Fire extinguishers should never be placed / stored on the floor, but mounted a minimum of 4" from floor.
- Store excess paper materials inside cabinets, files or lockers.



Blocked fire extinguisher

Fire Hazard Controls – cont'd

- ✓ Fire Extinguishers are NOT to be used to prop open doors!
- ✓ If doors need to be “propped” then ensure proper hardware is installed to do so.
- ✓ Fire doors are to remain closed unless they have automatic closures installed.



Stacking & Storage

At least **18 inches** of space should be left below a sprinkler head as a general **rule**. (NFPA 13, subsection 8.5.5.2.1)



Fire sprinkler
head

Hazardous Chemicals

Common Findings


1. Is there an inventory of all chemicals used in the workplace?
2. Does each chemical have a Safety Data Sheet (SDS)?
3. Are all employees trained on the chemical and know where the SDS is? (*SDS must be accessible to all personnel 100% of time, and should be centrally located.*)
4. Do you have the right Personnel Protective Equipment for the chemical?
5. Are solvents in use approved by the Department of Public Works Environmental Office?



Safety Data Sheet (SDS)

Safety Data Sheet

Common Information



ValoTECH
DIAGNOSTICS INC.

Bleach

Safety Data Sheet

according to Federal Register / Vol. 77, No. 58 / Monday, March 26, 2012 / Rules and Regulations

Date of issue: 12/23/2013

Revision date: 10/13/2016

Supersedes: 12/23/2013

Version: 1.1

SECTION 1: Identification of the substance/mixture and of the company/undertaking

1.1. Product identifier

Product form	: Mixture
Product name	: Bleach
CAS No	: 7681-52-9
Product code	: VT150

1.2. Relevant identified uses of the substance or mixture and uses advised against

Use of the substance/mixture	: For laboratory and manufacturing use only
------------------------------	---------------------------------------------

1.3. Details of the supplier of the safety data sheet

Val Tech Diagnostics, A Division of LabChem Inc
Jackson's Pointe Commerce Park Building 1000
1010 Jackson's Pointe Court
Zelienople, PA 15063
T 412-826-5230
F 724-473-0647

1.4. Emergency telephone number

Emergency number	: CHEMTREC: 1-800-424-9300 or 011-703-527-3887
------------------	------------------------------------------------

SECTION 2: Hazards identification

2.1. Classification of the substance or mixture

GHS-US classification


Skin Irrit. 2 H315
Eye Dam. 1 H318
Aquatic Acute 2 H401

Full text of H statements : see section 16

2.2. Label elements

GHS-US labeling

Hazard pictograms (GHS-US)



Signal word (GHS-US)

: Danger

Hazard statements (GHS-US)

: H315 - Causes skin irritation
H318 - Causes serious eye damage
H401 - Toxic to aquatic life

Precautionary statements (GHS-US)

: P264 - Wash exposed skin thoroughly after handling
P273 - Avoid release to the environment
P280 - Wear protective gloves, protective clothing, eye protection, face protection
P302 + P352 - IF ON SKIN: Wash with plenty of soap and water
P305+P351+P338 - IF in eyes: Rinse cautiously with water for several minutes. Remove contact lenses, if present and easy to do. Continue rinsing
P310 - Immediately call a poison center or doctor/physician
P332 + P313 - If skin irritation occurs: Get medical advice/attention
P362 - Take off contaminated clothing and wash it before reuse
P501 - Dispose of contents/container to comply with local, state and federal regulations

2.3. Other hazards

Other hazards not contributing to the classification

: None.

2.4. Unknown acute toxicity (GHS US)

No data available

10/13/2016

EN (English US)

Page 1

1. SDS replaced the MSDS on 01 June 2016
2. SDS contains 16 sections, when initialing reviewing pay attention to section 2 (Hazards Identification), section 4 (First Aid Measures), section 7 (Handling and Storage), section 8 (Exposure Controls / Personal Protection), and section 10 (Stability and Reactivity). ALL sections are pertinent, but these will provide you with the initial information on hazards, first aid measures, how to store the product, safe handling requirements, and capability with other products.
3. Where is the **Safety Data Sheet binder**?
4. Hazmat labeling shall be correct for a secondary container. Notice percentages of mixture and points of contact for manufacturer.

Slips, Trips and Falls



- Ensure your working areas are free from things that can injure your employees
- Walking on slippery, dirty and wet surfaces
- Weather hazards (ice, snow, rain, etc.)
- Transitioning from one surface from another
- Rumpled or rolled up carpets / mats or carpets with curled edges



“A spill, a slip, a hospital trip”

Environmental Considerations

Slips, Trips and Falls

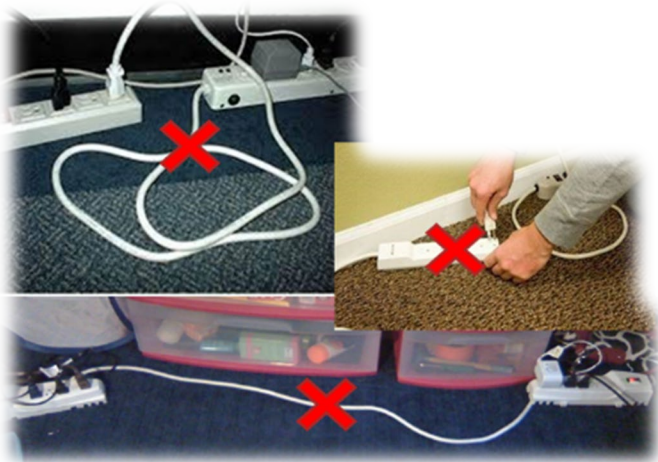
What can you do?



- Good housekeeping practices
- Reduce wet or slippery surfaces; use signage as necessary
- Keep aisles and walkways clear of obstacles and clutter
- Keep desk or file cabinet drawers closed
- Remove trip hazards such as electrical cords, hoses and cables
- Report ice, snow or water accumulation on walking surfaces

Electrical Outlets & Plugs

* Per DA Pam 385-26, The Army Electrical Safety Program



Electrical devices should be plugged directly into a wall receptacle outlet or into only one temporary extension unit as required (**daisy-chaining is prohibited**).

Use power strips / relocatable power taps (RPTs) only for **low amperage** equipment such as computer monitor, fan, computer, small printer, and so forth. Do NOT plug extension cords into RPTs.

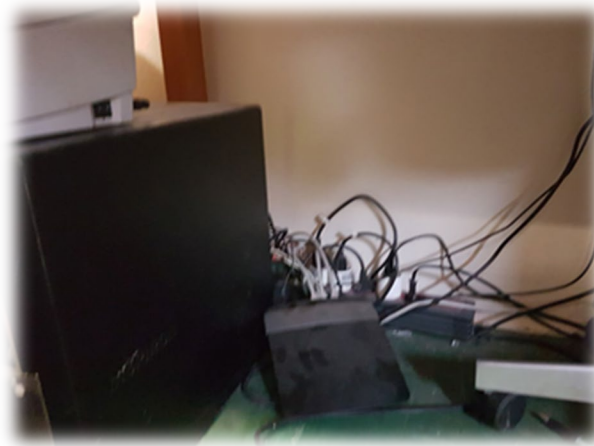
Replace damaged power strips (RPTs) no matter how slight / minor the damage may be.



Witnessed office area discrepancies:



1. Power cords daisy-chained from computer to power strip to another power strip to the wall.
2. High amperage draw devices (specifically a microwave oven, coffee pot and refrigerator plugged into a RPT [that was also daisy chained]).
3. RPTs were filled up and daisy chained.



High Capacity Electrical

Employee should not reach blindly into areas which may contain energized parts.



Why are breakers tripping?

Are you a certified electrician?

If not, stay out of the box!

Electric Cabinet Clearance

Maintain a 3-foot clearance
around ALL electrical cabinets.



Uncovered cable / internet Box

Cover is broken / dislodged and exposes workers to box internals and potential “live” wires.



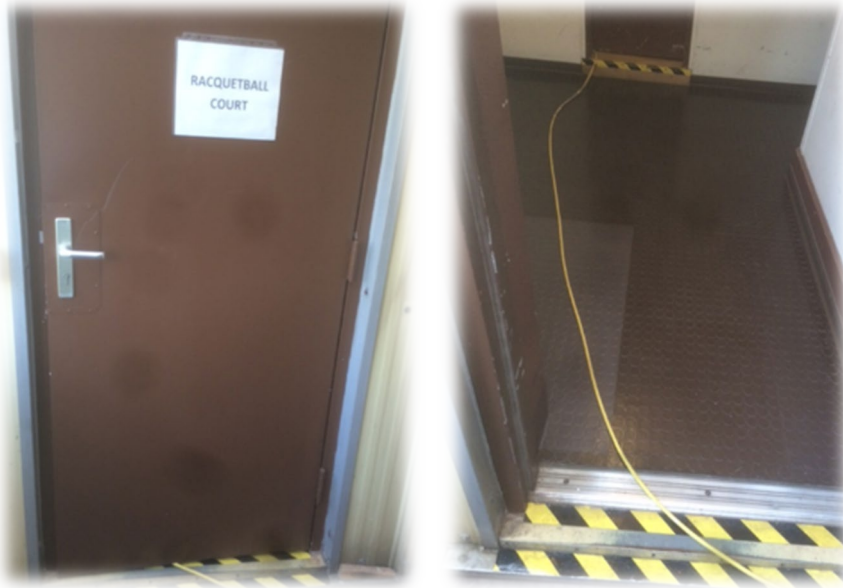
Electric Wiring Issues

An employee cut a hole in the wall to route electrical cords that power a copier and other electrical devices.

Per DA Pam 385-26, para. 2-4q, “Do not run extension cords through windows, holes in walls, in between doors, or under carpets or rugs.”



Temporary Electrical Cords



- An electrical cord is used as temporary wiring to the racquetball court and is running through several doors.
- In order to prevent electrical fires, the use of extension cords should be used only when a temporary, flexible connection is necessary. They will not be substituted for fixed wiring.
- Furthermore the extension cord is running along the floor and creating a trip hazard.

Recommendation: Either rearrange the location of electrical devices so that they can be plugged into a wall outlet or submit a work order to the DPW to have additional wall outlets installed.

Secure Storage

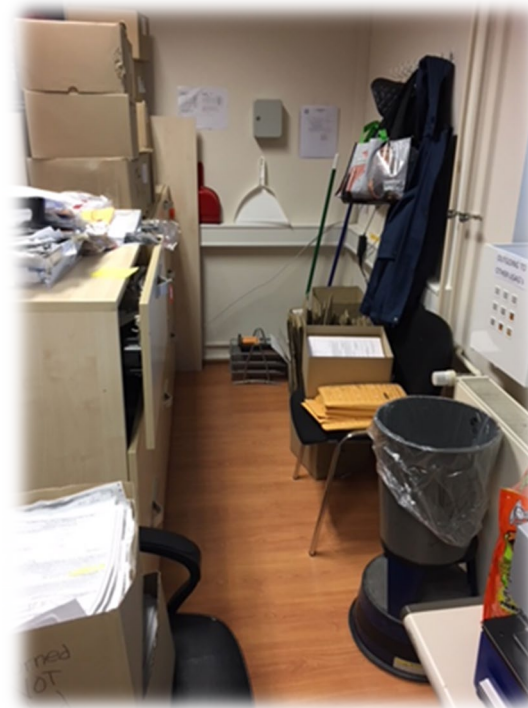
Storage of material shall not create a hazard.

Bags, containers bundles, etc., stored in tiers shall be stacked, blocked, interlocked and limited in height so that they are stable and secure against sliding or collapse.



Employee Working Areas

Employees use of filing cabinets in the back part of the office, is accumulated with boxes, chairs and personal belongings which reduces the safe moving space.



Storage Shelves

Replace the unstable shelves with wider and stronger shelves, and column base plates, and anchor to the floor or wall with anchor bolts capable of resisting the forces caused by the loads on the rack. Store heavier items on the bottom shelves.



LightingLighting

Are exit routes, access ways, gangways, stairs, work areas and walkways sufficiently lit?

Are lighting fixtures in good working order?

Are lighting fixtures clean, allowing for optimal lighting levels?



Exit Lighting

The fire exit sign in the main foyer of the building has a burnt-out bulb and does not illuminate.

Each exit route and exit sign must be adequately lighted so that an employee can see along the exit route





Questions?



enterprise Military Housing

What is eMH?

Enterprise Military Housing (eMH) is the only authorized information Management system for barracks management day-to-day procedures, such as assignment, termination, schedule inspections, furnishings accountability. It provides information on asset management, associated reports and dashboards.

eMH is mandated by the office of the Secretary of Defense.

What does it do?

eMH, when used correctly, will provide oversight of all barracks management details. Reports can easily be pulled by all Stakeholders and data used for reports.

Who should be trained?

Our frontline trainees are the barracks managers, Commanders and 1SG's. All should have a basic understanding of eMH so they would be able to look up information or reports.

*Stakeholders that have already access to eMH, can always use the Training Tools on the eMH website.

Everyone is welcome to attend the new implemented eMH online training (even those not registered with eMH)

Next In Person Training events:
Every Tuesday 0800-1000 in KMC
Monthly in BMC

<https://conference.apps.mil/webconf/ID-EuropeABMP>

ALERTS

Enterprise Mass Warning and Notification (EMWN) is a critical aspect to alert, warn and provide instructions to military base populations of current and predicted threats.

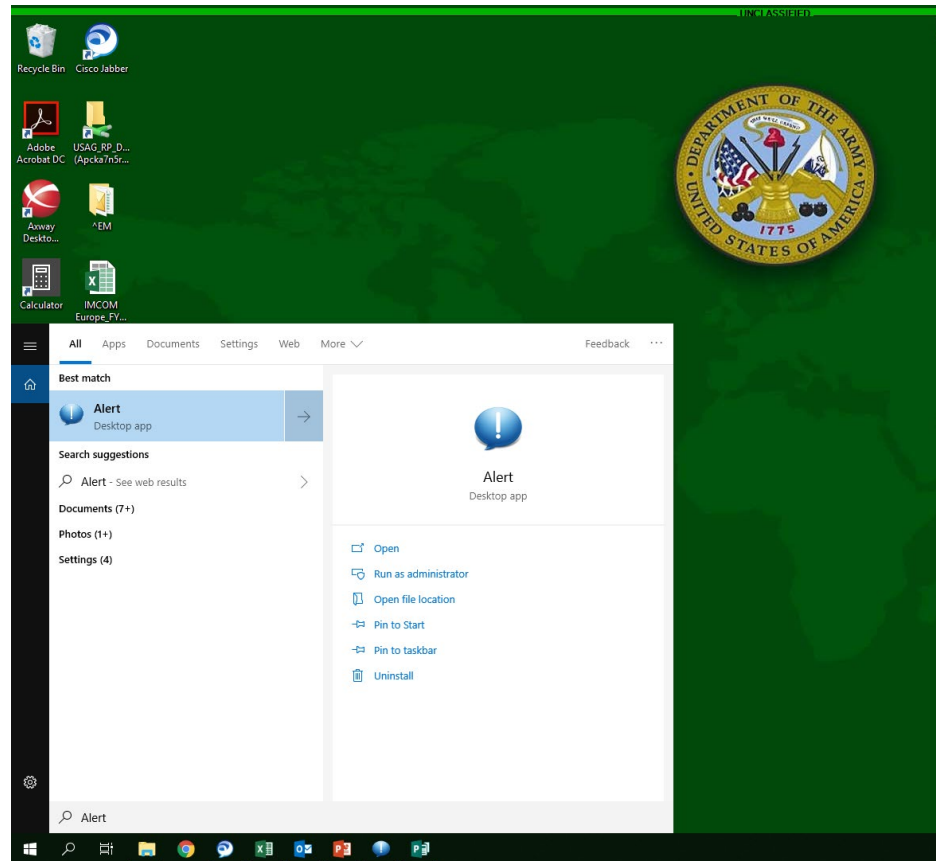
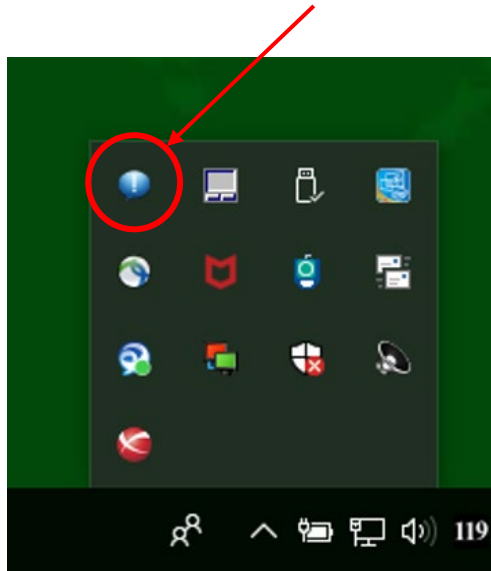
This emergency mass notification capability must be able to send notifications via available communication methods including voice communications, visible signals, text displays, text messaging, and computer notification. Additional service-specific guidance further mandates details regarding how quickly various categories of mission essential personnel, such as military first responders, fire, or police units must be notified in the event of different categories of events.

Alert! is capable of notifying registered users via a number of communication methods including desktop popups, phone, Short Message Service (SMS) text messages, email, mobile application, Giant Voice (GV) and Indoor Voice (IV).



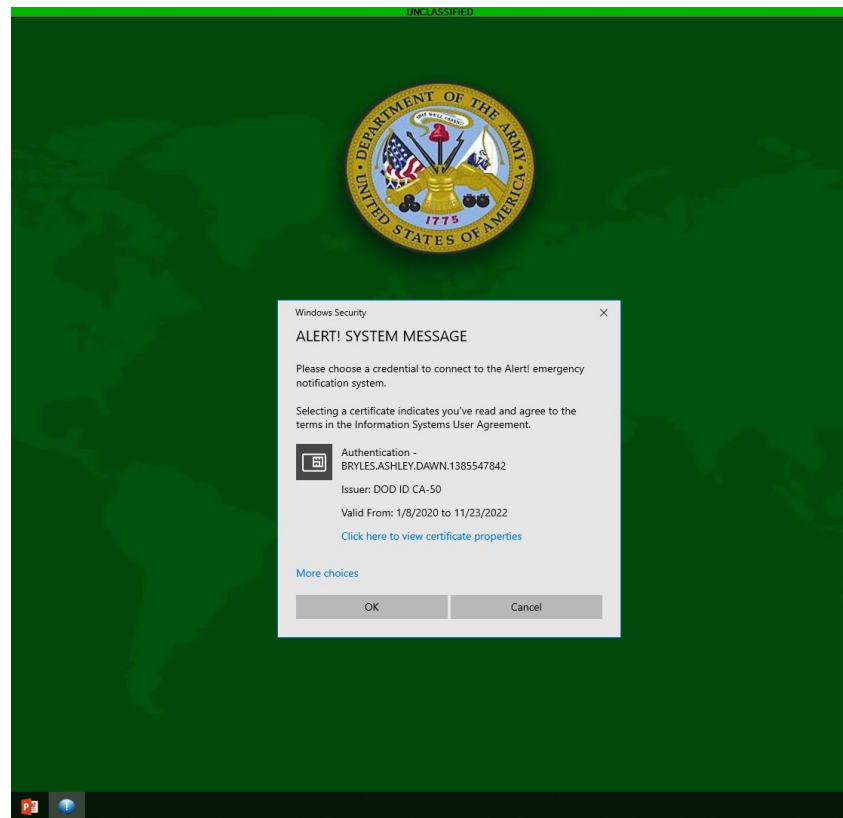
How to Register (Step-by-step guide)

- Step 1 – locate the ALERT icon or search ALERT in your window's search bar

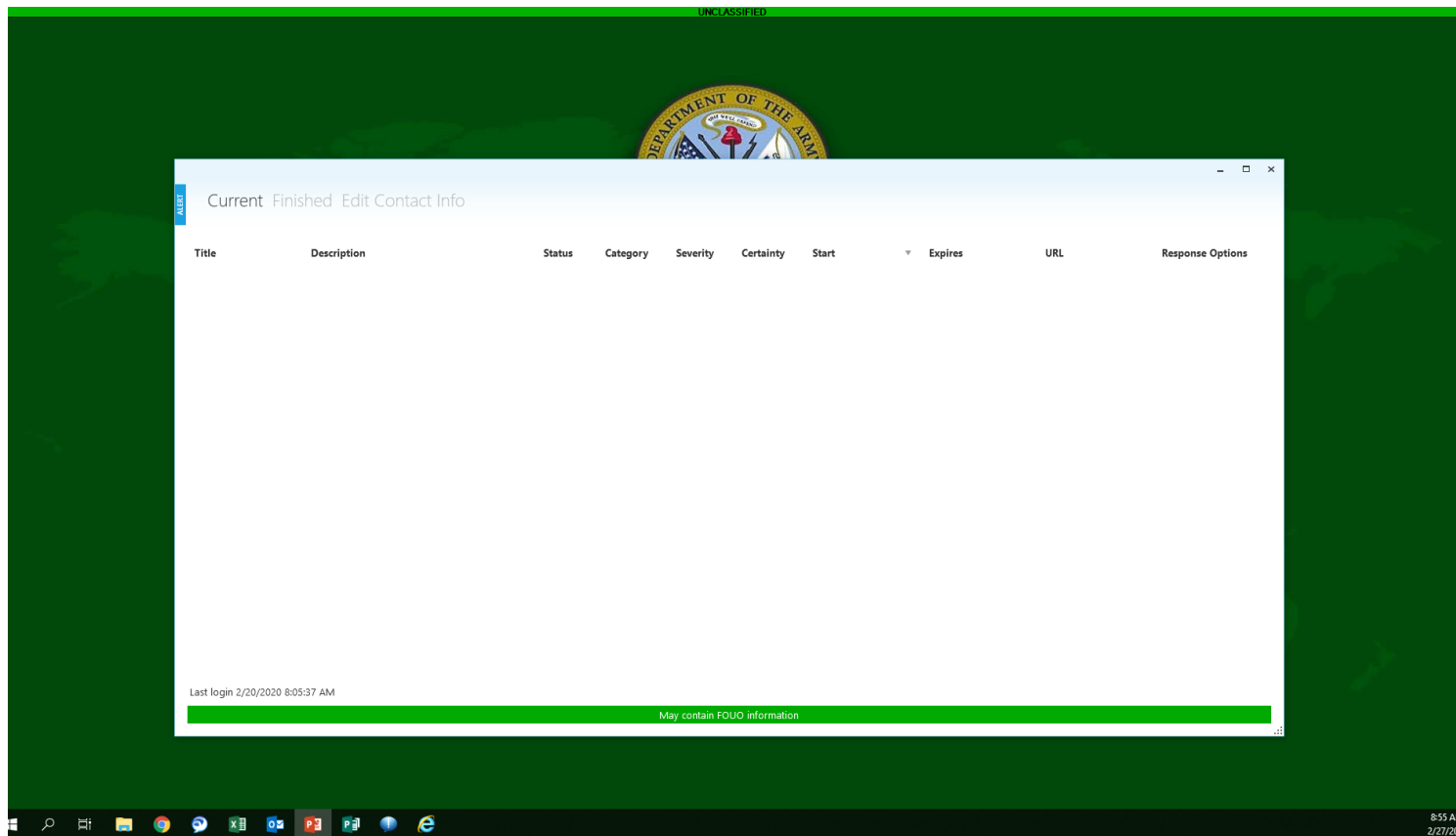


How to Register (Step-by-step guide)

- Select appropriate certificate and log into the system (you might have to relocate the blue exclamation globe if it does not pop up)

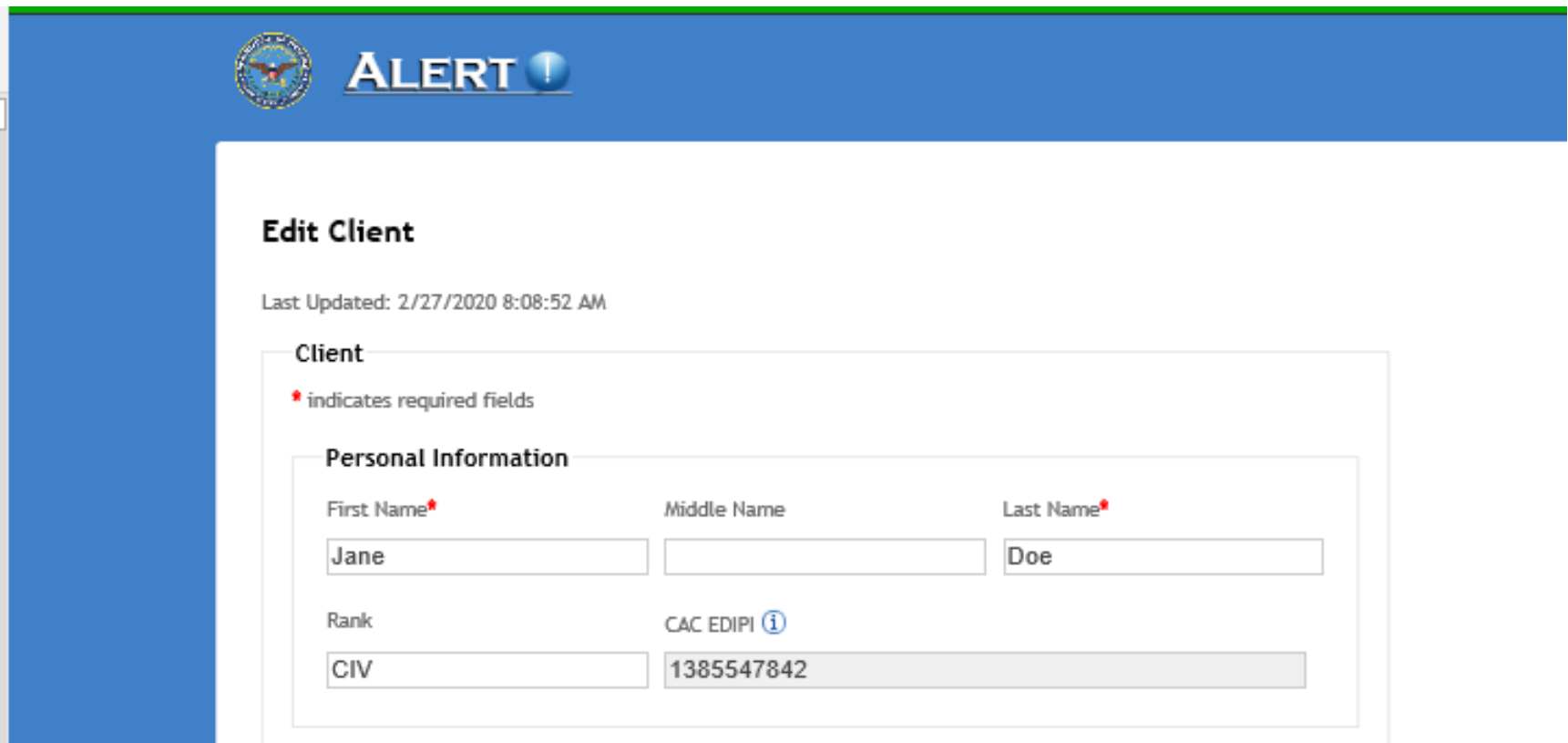


- Edit Contact Information (wait for Internet Explorer to popup)



Edit Personal Information

- Edit Personal information with First and Last name
- EDPI is auto-populated



ALERT

Edit Client

Last Updated: 2/27/2020 8:08:52 AM

Client

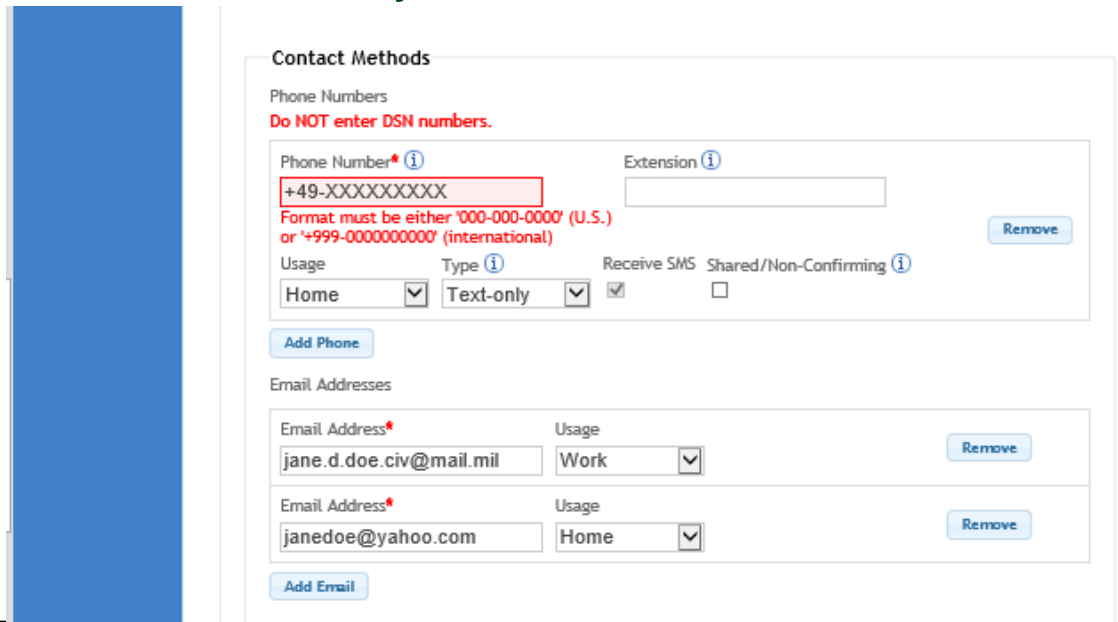
* indicates required fields

Personal Information

First Name*	Middle Name	Last Name*
Jane		Doe
Rank	CAC EDIPI ⓘ	
CIV	1385547842	

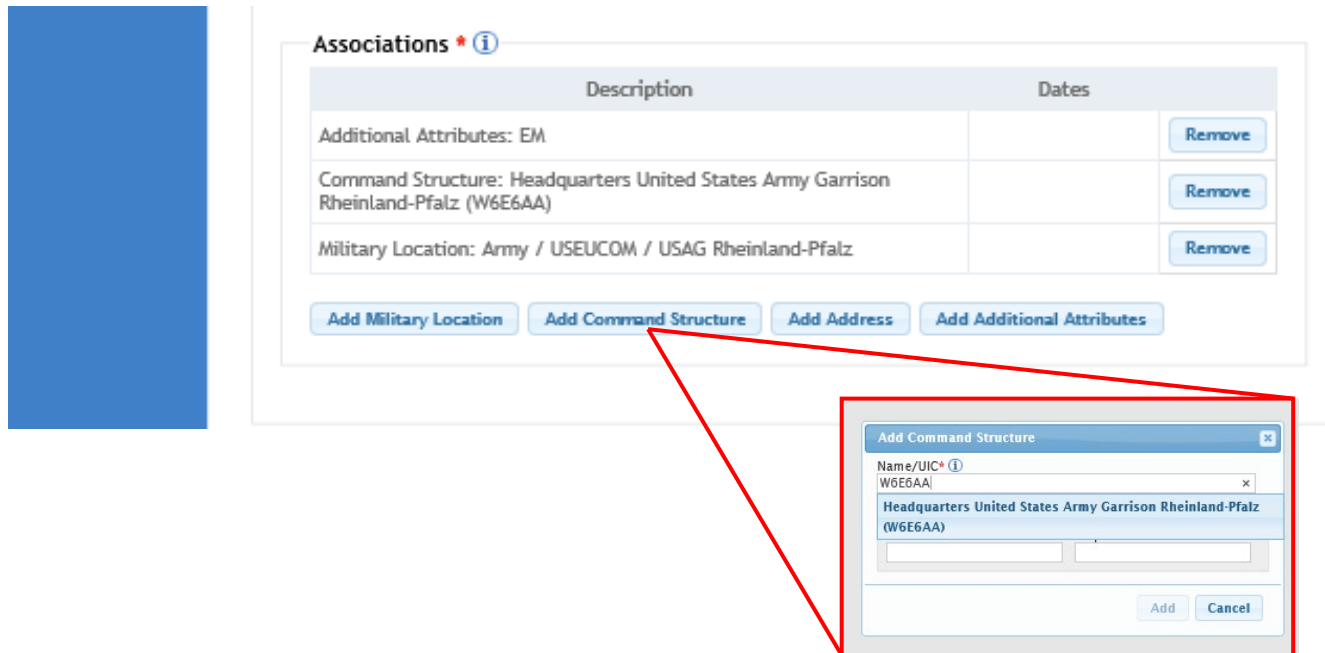
Add Contacts

- **Phone number MUST be a work phone at a minimum!**
 - DSN numbers must be international format (+49-61143 and then the DSN +49-611435413030)
- You can opt to only receive text messages, but must enter a valid cell phone number (+49-number)
- **Email MUST be a work email at a minimum!**
 - Personal emails are not required but will ensure you receive the information when not at work for emergencies and closures/delays



The screenshot shows a web form titled 'Contact Methods'. It has two main sections: 'Phone Numbers' and 'Email Addresses'. The 'Phone Numbers' section includes a red warning: 'Do NOT enter DSN numbers.' It features input fields for 'Phone Number' (containing '+49-XXXXXXXX') and 'Extension'. Below these are dropdowns for 'Usage' (set to 'Home') and 'Type' (set to 'Text-only'), along with checkboxes for 'Receive SMS' (checked) and 'Shared/Non-Confirming'. An 'Add Phone' button is at the bottom of this section. The 'Email Addresses' section has two entries. The first entry shows 'Email Address' as 'jane.d.doe.civ@mail.mil' and 'Usage' as 'Work'. The second entry shows 'Email Address' as 'janedoe@yahoo.com' and 'Usage' as 'Home'. Each email entry has a 'Remove' button. An 'Add Email' button is at the bottom of the section.

- **ALL PERSONNEL** will add the below command structure:
 - Headquarters United States Army Garrison Rheinland-Pfalz (W6E6AA)
- Add “Military Locations” and “Additional Attributes” based on your leadership’s advisory



Associations ⓘ

Description	Dates	
Additional Attributes: EM		<button>Remove</button>
Command Structure: Headquarters United States Army Garrison Rheinland-Pfalz (W6E6AA)		<button>Remove</button>
Military Location: Army / USEUCOM / USAG Rheinland-Pfalz		<button>Remove</button>

Add Military Location Add Command Structure Add Address Add Additional Attributes

Add Command Structure

Name/UIC* ⓘ
W6E6AA

Headquarters United States Army Garrison Rheinland-Pfalz (W6E6AA)

Add Cancel

Additional Information

- **SAVE the added information!**
- It is important to remember:
 - Ensure your telephone numbers are in the **correct format**
 - Add a personal email
 - Add the Command Structure: **Headquarters United States Army Garrison Rheinland-Pfalz (W6E6AA)**
 - Update information as needed (Information change/PCS/Lateral Move)!

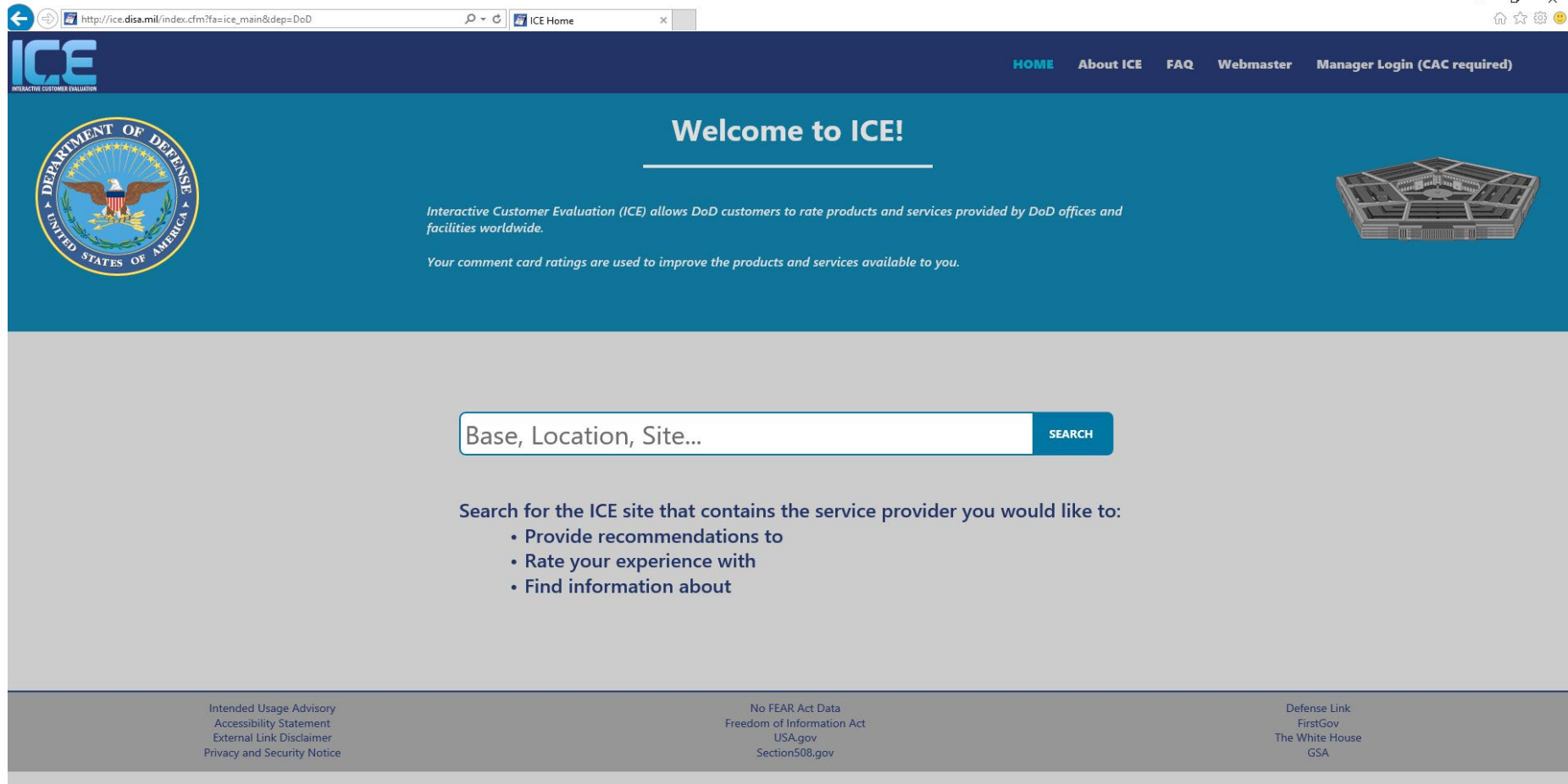
Interactive Customer Evaluation (ICE)



ICE ICE Baby!!!



http://ice.disa.mil



The screenshot shows the homepage of the Interactive Customer Evaluation (ICE) website. The browser address bar displays the URL http://ice.disa.mil/index.cfm?fa=ice_main&dep=DoD. The page features a dark blue header with the ICE logo and navigation links: HOME, About ICE, FAQ, Webmaster, and Manager Login (CAC required). The main content area has a blue background with the Department of Defense seal on the left and a 3D rendering of a building on the right. The text reads: "Welcome to ICE!" followed by a description of the service and a search bar. Below the search bar, it prompts users to search for a service provider and lists three actions: Provide recommendations to, Rate your experience with, and Find information about. The footer contains links for Intended Usage Advisory, Accessibility Statement, External Link Disclaimer, Privacy and Security Notice, No FEAR Act Data, Freedom of Information Act, USA.gov, Section508.gov, Defense Link, FirstGov, The White House, and GSA.

ICE
INTERACTIVE CUSTOMER EVALUATION

[HOME](#) [About ICE](#) [FAQ](#) [Webmaster](#) [Manager Login \(CAC required\)](#)

Welcome to ICE!

Interactive Customer Evaluation (ICE) allows DoD customers to rate products and services provided by DoD offices and facilities worldwide.

Your comment card ratings are used to improve the products and services available to you.

Base, Location, Site... [SEARCH](#)

Search for the ICE site that contains the service provider you would like to:

- Provide recommendations to
- Rate your experience with
- Find information about

Intended Usage Advisory
Accessibility Statement
External Link Disclaimer
Privacy and Security Notice

No FEAR Act Data
Freedom of Information Act
USA.gov
Section508.gov

Defense Link
FirstGov
The White House
GSA

http://ice.disa.mil

[HOME](#) [About ICE](#) [FAQ](#) [Webmaster](#) [Manager Login \(CAC required\)](#)

About ICE 2.3.4 (December 2016)

The Interactive Customer Evaluation (ICE) system is a web-based tool that collects feedback on services provided by various organizations throughout the Department of Defense (DoD). The ICE system allows customers to submit online comment cards to provide feedback to the service providers they have encountered at military installations and related facilities around the world. It is designed to improve customer service by allowing managers to monitor the satisfaction levels of services provided through reports and customer comments. ICE provides the following benefits:

- Allows DoD customers to quickly and easily provide feedback to service provider managers.
- Gives leadership timely data on service quality.
- Allows managers to benchmark the performance of their service providers against like services in other DoD organizations.
- Saves money by providing an enterprise wide capability to manage the resources necessary to collect and report on customer feedback and satisfaction ratings.

Joint Service Provider (JSP) is responsible for high-level system administration and maintenance. Organizations using ICE are responsible for maintaining their own service providers/comment cards.

If your organization is interested in becoming an ICE participant, please visit [Become an ICE Participant](#) page.

For additional information or to submit comments/suggestions about the ICE system, please use our [contact form](#).

Intended Usage Advisory
Accessibility Statement
External Link Disclaimer
Privacy and Security Notice

No FEAR Act Data
Freedom of Information Act
USA.gov
Section508.gov

Defense Link
FirstGov
The White House
GSA



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Service Provider Name	Site(s)
Administration (Public Works Director's Office) - DPW	ROB
Army Family Housing (On-Post) - DPW	Smith Bks
Army Housing Services Office (Off-Post) - DPW	Smith Bks, Germersheim
Building Operations, Maintenance, and Repair (Service Order) Services - DPW	Sembach, Smith Bks, Kleber Kaserne, Daenner Kaserne, Pulaski Bks, ROB, Miesau Army Depot, Panzer Kaserne
Custodial Services - DPW (Rhine Ordnance Barracks, Bldg 164)	Sembach, Smith Bks, Kleber Kaserne, Daenner Kaserne, Pulaski Bks, ROB, Miesau Army Depot, Panzer Kaserne
Environmental Management Services - DPW (Rhine Ordnance Barracks, Bldg 164)	ROB
Master Planning and Real Estate Services - DPW (Rhine Ordnance Barracks Bldg 164)	ROB
Pest Management Services - DPW	Sembach, Smith Bks, Kleber Kaserne, Daenner Kaserne, Pulaski Bks, ROB, Miesau Army Depot, Panzer Kaserne
Planning, Design, and Construction (Work Order, DA Form 4283) Services - DPW	Sembach, Smith Bks, Kleber Kaserne, Daenner Kaserne, Pulaski Bks, ROB, Miesau Army Depot, Panzer Kaserne
Recycling Services - DPW	Sembach, Smith Bks, Kleber Kaserne, Daenner Kaserne, Pulaski Bks, ROB, Miesau Army Depot, Panzer Kaserne
Roads and Grounds Services - DPW	Sembach, Smith Bks, Kleber Kaserne, Daenner Kaserne, Pulaski Bks, ROB, Miesau Army Depot, Panzer Kaserne
Self Help Store Services - DPW (Rhine Ordnance Barracks, Bldg 335; Smith Barracks, Bldg 8218)	Smith Bks, ROB
Solid Waste Removal Services - DPW	Sembach, Smith Bks, Kleber Kaserne, Daenner Kaserne, Pulaski Bks, ROB, Miesau Army Depot, Panzer Kaserne
Transient Billeting Services - DPW (Kleber Kaserne, Bldg 3213)	Landstuhl, Smith Bks, Kleber Kaserne, ROB, Sembach
Unaccompanied Personnel Housing (UPH - Barracks) Services - DPW	Landstuhl, Smith Bks, Kleber Kaserne, Daenner Kaserne, ROB, Panzer Kaserne

Garrisons
Home :: USAG Rheinland-Pfalz

U.S. Army Installation Manage... (US)
https://home.army.mil/rheinland-pfalz/






MENU




SEARCH

U.S. ARMY GARRISON RHEINLAND-PFALZ

Proudly serving Kaiserslautern and Baumholder communities

USAG RHEINLAND-PFALZ




ABOUT


CONTACT


MY USAG RP

UNITS/TENANTS




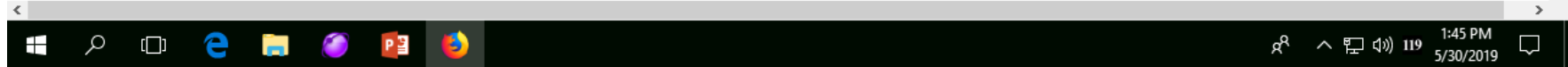
PROTECT AGAINST TICKS, MOSQUITOES
 Keep your family free from pesky pests this summer


Commander's Housing Hotline


Housing/Barracks Work Orders

TOP LINKS


NEWCOMERS



<https://home.army.mil/rheinland-pfalz/index.php/about/directorates-support-offices/directorate-public-works-dpw>

Garrisons

Directorate of Public Works :: U

UNCLASSIFIED


U.S. Army Installation Manage... (US)

https://home.army.mil/rheinland-pfalz/index.php/about/di

SEARCH


Q


MENU



U.S. ARMY GARRISON RHEINLAND-PFALZ

Proudly serving Kaiserslautern and Baumholder communities






Home / About / Directorates and Support Offices / Directorate of Public Works

DIRECTORATE OF PUBLIC WORKS

MISSION: To provide safe, clean, comfortable and functional facilities in a clean environment to meet the needs of Soldiers, civilians and family members within U.S. Army Garrison Rheinland-Pfalz.

GOAL/VISION: Be the premier DPW within the U.S. Army.


Commander's Housing Hotline

Contact this 24/7 hotline to resolve issues that have not been adequately addressed.

Windows Taskbar

1:47 PM

5/30/2019



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CUI



1. The Army Regulation for "Army Facilities Management" is...
 - a) 2-21
 - b) 3-24
 - c) 420-1.
 - d) 4-3

2. If a FACMAN has a question about a PWO, they should contact...
 - a) Installation Site Coordinator, first, and then DPW BOID.
 - b) Unit leadership, first, and then DPW Director
 - c) Garrison CSM, first, and then Garrison Commander
 - d) DPW SFE, first, and then the oldest person within DPW

3. Who conducts the ISR-I Inspections?
 - a) Garrison Commander
 - b) DPW Director
 - c) Occupants of Army Real Property.

4. What is the last step of an ISR-I Account Request?
 - a) Send email to mathias.k.reh.ln@mail.mil for Account approval.
 - b) Go for lunch
 - c) Shout: "Yes, I did it"

5. What are ISR-I ratings used for?
 - a) Prioritize projects
 - b) Identify substandard facilities
 - c) Both a) and b).

- 6) What may be used to conduct the ISR-I inspection?
- a) ISR-I Worksheets/Workbooks.
 - b) A napkin to put the Rating green/amber/red on
 - c) Dice
- 7) What would you do if a room needs painting due to normal fair, wear and tear condition of the walls?
- a. Paint yourself
 - b. Place maintenance request using ArMA website to get room painted by DPW (BMC) or contractor (KMC).
 - c. Leave as it is
- 8) Resident lost keys to his/her barracks room, what do you as the FACMAN / Barracks Manager do:
- a. Keep door open so resident has access at all times.
 - b. Place a DMO request.
 - c. Charge occupant for lost key.
 - d. Answer a and b
 - e. Answer b and c.
- 9) What prevents mildew?
- a. Create a subtropical environment in the bathroom
 - b. Don't use the bathroom, use your neighbor bathroom
 - c. Keep windows and the doors closed at all times
 - d. keep bathroom clean and dry. Proper ventilation after every shower.
(Open windows and doors 10 - 15 minutes).

Facility Manager (FACMAN), 8-Hour Course Final Exam

- 10) When does a location require an appointed and trained Environmental Officer?
- Storage or Use of a Hazardous Material
 - Generation of a Hazardous Waste
 - Otherwise Effects the Environment
 - Any of the Above Activities.
- 11) What are the Final Governing Standards (FGS)?
- Environmental rules based ONLY on United States' requirements
 - Environmental rules based ONLY on Germany's requirements
 - Environmental rules that combine United States and Germany requirements that US forces must follow in Germany.
- 12) True or False: According to the Lawrence Livermore National Laboratory's energy flow charts, losses due to "rejected energy" (e.g. heat losses) amount to approximately 2/3 of all energy consumed in the U.S. annually.
- True.
 - False
- 13) True or False: Exterior shutters on windows (e.g. rolladens) can be requested through a work order and significantly help to keep buildings cool during the summer.
- True.
 - False
- 14) The most efficient unit level FACMAN is synchronized and equipped to relay all unit facility concerns to the DPW staff. (NOT A TRICK QUESTION)
- True.
 - False



Join

US

Arbeitsplätze und Ausbildungsplätze verfügbar!

**Die US-Armee stellt
ortsansässige Bewerber ein:
portal.chra.army.mil**



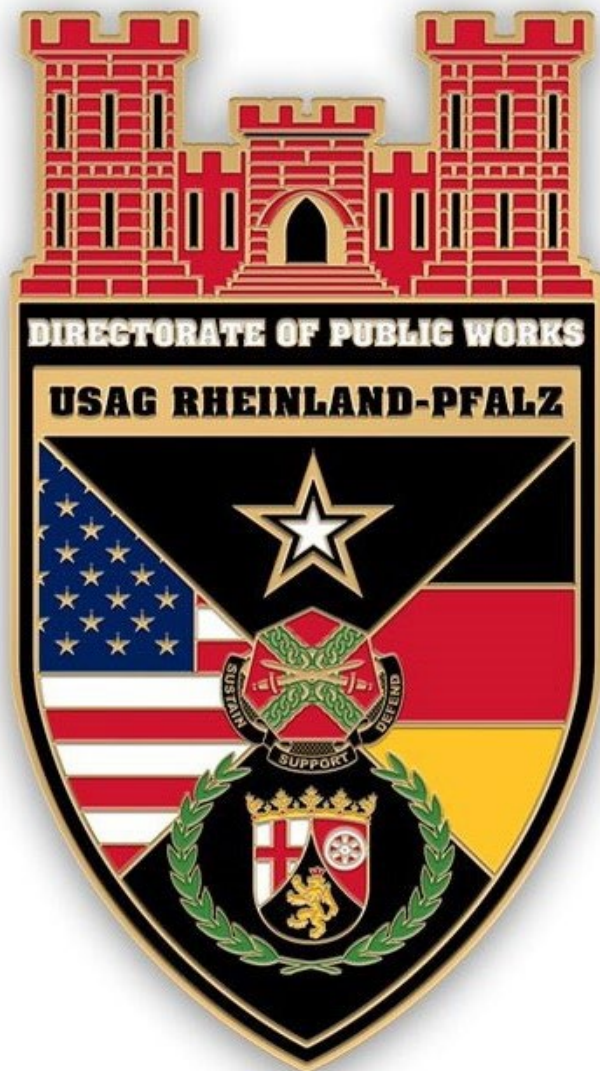
Kontaktinformation (Directorate of Human Resources):

usarmy.rheinland-pfalz.id-europe.mbx.garrison-dhr-actions@army.mil



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- **Alibis**
- **Recap**
- **Closing Comments**