

**REAL PROPERTY ACCOUNTABILITY
DD1354 WORKSHEET**

	A	B	C	D	E	F
1	This work sheet identifies typical items that need to be broken out on the DD Form 1354 and entered into the real property database.					
2	The work sheet <u>does not</u> include all possible items. Please contact the Real Property Office 759-7484 or your POC if you have questions.					
3						
4	Multiple facilities projects need a separate DD1354 checklist form filled out on each building/facility. This					
5	also applies to the Real Property Installed Equipment List (RPIE) and Demolition List					
6	Building/Facility No.		Category Code			Status of Worksheet:
7	Project Number		Gross SF			Interim
8	Project Title		Type A & B Design Cost			Beneficial Occupancy
9	Beneficial Occup Date		Type C Services			Final
10	Completion Date		Total Construction Cost			
11			Total Project Cost			
12	Construction Project No.		COTR:			
13	Construction Contractor		POC:			
14	Design Contract No.		Verified By:			
15	Design Contractor					
16	INDEX:		Page No.	Page No.		
17	A. Heating Systems		2	11	G. Roadway Facilities / Other Pavements	
18	B. Air Conditioning Systems		2,3	11	<i>Curbs & Gutters</i>	
19	C. DDC (Direct Digital Control		3	11	<i>Sidewalks</i>	
20	D. Fire Protections Systems & Security Alarm		4,5	12	<i>Driveway</i>	
21	E. Fuel Tanks		6	12	<i>Road</i>	
22	F. Base Infrastructure / Systems:		6	12	<i>Parking</i>	
23	<i>Electric</i>		6,7,8	13	<i>Storage Yard</i>	
24	<i>Underground Ducts</i>		8	13	<i>Equip Pads</i>	
25	<i>Cathodic Protection</i>		8	13	H. Airfield	
26	<i>Gas Mains</i>		8	13	<i>Taxiway Lighting</i>	
27	<i>Sewage & Waste</i>		9	13	<i>Apron</i>	
28	<i>Water</i>		10	14	<i>Taxiway</i>	
29	<i>Fence</i>		11	14	<i>Paved Shoulders</i>	
30						
31						

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32	Building/Facility No. RP Office Use Only		Unit of Measure	Quantity	Category Code	Total Cost (include installation cost)
33		A. HEATING SYSTEMS:				
34		HEATING FUEL OIL STORAGE Tank used to store diesel for backup heating fuel	GA		X 821-112	
35		HEATING PLANT Provides government-owned generation of heat. Plant capacity is in millions of British Thermal Units (MB). Please note MBs do not equal MBTUs. MBTUs are thousands of British Thermal Units. Covert MBTUs to MB by dividing by 1,000; example 50,000 MBTUs/1000 = 50 MBs. A plant must have at least 1000 MBTUs (1 MB) to be reportable.	MB		X 821-115	
36						
37		B. AIR CONDITIONING SYSTEMS:				
38		Related equipment such as air handling units, condensers, fans, pumps, etc., should be broken out with size and cost of the RPIE List. The costs for this related equipment, however, should be included in the cost shown here for the plant.	Tons	No. of Tons		
39		A/C Plant 5 to 25 TN A package unit or unitary air conditioner consisting of one ore more factor made assemblies which includes an evaporator (cooling coil), a compressor and condenser combination and may include a heating (Heat Pump) function as well	TN		X 890-121	
40		A/C Plant 25 to 100 TN A packaged unit or unitary air conditioner consisting of one or more factor made assemblies which includes an evaporator, compressor, condenser, and may include heating (heat pump) function as well (includes roof-top units)	TN		X 890-122	

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32	Building/Facility No. RP Office Use Only		Unit of Measure	Quantity	Category Code	Total Cost (include installation cost)
41		A/C Plant Over 100 TN Central Air Condition Plant that houses refrigeration equipment with capacities that meet or exceed 100 tons	TN		X 890-123	
42		A/C Plant Less Than 5 TN A unitary air conditioner consisting of one or more factory-made assemblies which includes an evaporator (cooling coil), a compressor and condenser combination and may include a heating or dehumidification features	TN		X 890-125	
43		(Amt of SF cooled)	SF			
44		A/C WINDOW UNITS Self contained package units complete with compressor, evaporator, fan, and thermostat control and may include heating or dehumidification	TN		X 890-126	
45		(Amt of SF cooled)	SF			
46						
47		C. DDC (Direct Digital Control)				
48		DDC Field Equipment The necessary field interface devices and associated equipment necessary to tie into the central system for the purpose of controlling and monitoring energy use on the installation	EA		X 890-272	
49		DDC Data Lines The data transmission system between the central station and the field interface equipment.	LF		X 890-273	

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50						
51		D. FIRE PROTECTION SYSTEMS and SECURITY ALARM:				
52		CLOSED HEAD AUTO SPRINKLER A component of a fire protection sprinkler system. The closed head is opened when a fire melts the lead seal. Report amount of SF covered.	SF		X 880-211	
53		# of heads	HD			
54		OPEN HEAD DELUGE SYSTEM Fire protection system currently installed in some existing aircraft hangars. This system is not authorized for new construction. Report amount of SF covered.	SF		X 880-212	
55		# of heads	HD			
56		PRE-ACTION SPRINKLER SYSTEM Automatic detector system which automatically releases water into the sprinkler system when a fire is detected. Report amount of SF covered.	SF		X 880-216	
57		# of heads	HD			
58		AFFF PA SPRINKLER SYSTEM (Aqueous film forming form pre-action sprinkler system) - fire protection system consisting of piping, sprinkler heads, detection equipment, underwing nozzles, agent storage and proportioning system. Cost to include sprinkler system, detection system, underwing nozzles, agent storage and proportioning system but not additional water pumps, and/or storage. Report amount of SF covered.	SF		X 880-217	
59		# of heads	HD			

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60		AUTO FIRE DETECTION SYSTEM Cost to include automatic fire detection devices, circuits, or tubing connected circuitry, control panels, signal indicators, and other feature as required. Report amount of SF covered	SF		X 880-221	
61		# of heads	HD			
62		MANUAL FIRE ALARM SYSTEM (Interior) Fire protection system designed for alarming occupants within a building of a fire. Cost to include pull stations, bells, etc.	EA (System)		X 880-222	
63		FOAM FIRE SYSTEM Fire protection system required primarily in hangar type facilities for protection of high value resources	EA		X 880-232	
64		OTHER FIRE SYSTEM All other fire protection systems not found under specific category codes. Examples would be Halon 1211 or explosion suppression system, etc.	EA		X 880-233	
65		DRY CHEMICAL SYSTEM Fire suppression system with automatic fire detection capability and automatic discharge of fire suppression agent. This system is normally used for local application but may be used for special hazard total flood systems	EA		X 880-235	
66		SECURITY ALARM SYSTEM Intrusion detection alarm system consist of electronic monitoring devices, detection devices, and associated transmission lines, power supplies, and signaling equipment	EA		X 872-841	

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67						
68	E. FUEL TANKS / STORAGE TANK					
69		OPERATING STORAGE, DIESEL Storage tanks that provide an operating and reserve supply of diesel fuel	GA (gallons)		X 124-134	
70		OPERATING STORAGE, JET FUEL Storage tanks that provide an operating and reserve supply of jet fuel	GA		E 124-135	
71		OPERATING STORAGE, MOGAS Storage tanks that provide an operating and reserve supply of motor gas	GA		X 124-137	
72		PIPELINE, LIQUID FUELS Fuel pipelines are provided for each different grade of fuel, except for cross country pipelines and offshore pipelines	LF		X 125-554	
73		MISCELLANEOUS STORAGE TANK Those tanks used to store waste petroleum products or other type of liquid that is not considered hazardous waste and is not covered under other categories.	42 gals per BL (Barrels)		X 890-171	
74						
75	F. BASE INFRASTRUCTURE/SYSTEMS:					
76	ELECTRIC					
77		ELECT EMERG/POWER GENERATOR PLANT Facility designed to provide emergency standby power is specified for essential facilities such as hospitals, airfield lighting, visual aids navigation, communications, and critical command	KW		E or X 811-147	

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78		PRIMARY DISTRIBUTION LINE (OVERHEAD) Utility component of the base electrical distribution system. The equipment includes poles, guys, crossarms, insulators, hardware, transformers, lightning arresters fuses, line switches and other related equipment	LF		E 812-223	
79		Transformer	KVA			
80		Poles	LF			
81		PRIMARY DISTRIBUTION LINE (UNDERGROUND) Utility components of the base electrical system. UG distribution primary line consists of ducts, manholes, vaults, cables, potheads, transformers, switches, protection devices, and associated equipment	LF		E 812-225	
82		Transformer	KVA			
83		SECONDARY DISTRIBUTION LINE (OVERHEAD) Utility components of the base electric distribution system. Overhead secondary line conductors, insulators, service droops, control devices, and other related equipment	LF		E 812-224	
84		Transformer	KVA			
85		SECONDARY DISTRIBUTION LINE (UNDERGROUND) Cost to include conductors, ducts, conduit, splice boxes, manholes, services, control and protective devices and associated equipment.	LF		E 812-226	
86		Transformer	KVA			

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32	Building/Facility No. RP Office Use Only		Unit of Measure	Quantity	Category Code	Total Cost (include installation cost)
87		EXTERIOR AREA LIGHTING Applies to lighting for parking lots, streets, aircraft parking apron, aircraft alter areas, and security lighting for areas such as weapons storage, etc.	EA		E 812-926	
88		(Mercury, Vapor, etc.)	TYPE			
89						
90		UNDERGROUND DUCTS				
91		TELEPHONE DUCT FACILITY Ductwork for underground distribution of the telephone cable installed for reasons of protection and ease of expansions and additions. This application is normally used for the cable under pavements.	LF		E 135-583	
92		UTILITY LINE DUCTS Underground concrete encased ducts used for installation of electrical, telephone cable, optical communication lines, steam or hot water lines	LF		E 890-181	
93						
94		CATHODIC PROTECTION				
95		CATHODIC PROTECTION SYSTEM System designed to prevent corrosion of underground piping or other metallic objects and also used to prevent corrosion of metal storage tanks about and below ground	EA		E or X 890-269	
96						
97		GAS MAINS				
98		GAS MAINS Supply piping that runs from the central heat plant to the facilities requiring heat	LF		E 824-964	

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99						
100		SEWAGE and WASTE				
101		SEWAGE SEPTIC TANK Cost to include sewage septic tank drain tile and piping servicing an individual facility generating domestic wastewater.	KG		E or X 831-169	
102		INDUSTRIAL WASTE TREATMENT & DISPOSAL (Oil/Water Separator) Provides for treatment and disposal of waterborne wastes generated by existing industrial-type operations., i.e., corrosion control, plating, maintenance, photo processing, etc.	KG		E or X 831-155	
103		INDUSTRIAL WASTE FLUID-Spill Collect (Oil/Water Separator) Collects and separates spilled fuel and oil carried by surface water draining from large paved aprons used for aircraft refueling, truck and tanker unloading.	KG		E or X 831-157	
104		SANITARY SEWAGE MAIN Sewage collections mains serving the sanitary (domestic) wastewater treatment and disposal system	LF		E 832-266	
105		STORM DRAIN DISPOSAL Components of the storm drainage system to include piping, channels, catch basins, culverts, manholes, etc.	LF		E 871-183	

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106						
107		WATER				
108		WATER DISTRIBUTION MAINS Potable/domestic water distribution piping between the water supply mains and the individual buildings	LF		E 842-245	
109		WATER DISTRIBUTION MAINS (IRRIGATION SYSTEMS ONLY) Potable/domestic water distribution piping between the water supply mains and the individual buildings	LF		E 842-245	
110		FIRE PROTECTION WATER MAIN Water mains used exclusively to provide water from fire protection water storage and or pump stations to fire protection systems and/or fire hydrants	LF		E 843-314	
111		FIRE HYDRANT Facility used to supply water for the fire protection of buildings, structures, open storage, material, parked motor vehicles and aircraft, fuel handling points, etc.	EA		E 843-315	
112		WATER FIRE PUMP STATION Pumping stations that provide large volumes of water for fire protection. These systems are normally used in deluge systems which automatically call for large amounts of water when a fire occurs	SF		A 843-316	
113			GM (gal per min)			
114		FIRE PROTECTION WATER STORAGE Water storage tanks used exclusively for supplying potable or non-potable water to fire protection systems	KG (1000 gal)		E 843-319	

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115						
116		FENCE				
117		SECURITY FENCE Security fence/vehicle barriers – structure designed for protection of restricted or controlled areas or any area where threat of terrorism is imminent or likely				
118		Chain-Link	LF		E 872-247	
119		Frangible	LF		E 872-247	
120		INTERIOR FENCE Fences that promote personnel or traffic safety, operating efficiency, or environmental protection. This structure is not for security or boundary demarcation				
121		Chain-Link	LF		E 872-248	
122		Wood	LF		E 872-248	
123		Masonry	LF		E 872-248	
124		BOUNDARY FENCE The legal and physical demarcation of an installation's boundary, usually defined by a fence				
125		Chain-Link	LF		E 872-245	
126						
127		G. ROADWAY FACILITIES / OTHER PAVEMENTS				
128		CURBS & GUTTERS Concrete structures used to line streets and parking lots to aid in collection and control surface storm water runoff	LF		E 851-143 (4)	
129		SIDEWALK Hard surfaced walkways that enable more efficient means of pedestrian traffic. Report in both SY and LF				
130		Concrete	SY / LF		E 852-289 (4)	
131		Asphalt	SY / LF		E 852-289 (5)	
132		Brick	SY / LF		E 852-289	

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32	Building/Facility No. RP Office Use Only		Unit of Measure	Quantity	Category Code	Total Cost (include installation cost)
133		DRIVEWAY Private roads leading from a street or other thoroughfare to a building				
134		Concrete	SY		E 851-145 (4)	
135		Asphalt	SY		E 851-145 (5)	
136		Gravel	SY		E 851-145	
137		ROAD Structures designed to carry vehicle traffic. Volume and composition of traffic determines the design of roads and streets. Reportable in both SY and LF				
138		Concrete	SY / LF		E 851-147 (4)	
139		Asphalt	SY / LF		E 851-147 (5)	
140		Gravel	SY / LF		E 851-147	
141		Dirt	SY / LF		E 851-147	
142		VEHICLE PARKING, OPERATIONS (Organizational) Parking space for government vehicles				
143		Concrete	SY		E 852-261 (4)	
144		Asphalt	SY		E 852-261 (5)	
145		VEHICLE PARKING, OPERATIONS (Non-Organizational) Parking space for privately owned vehicles				
146		Concrete	SY		E 852-262 (4)	
147		Asphalt	SY		E 852-262 (5)	
148		REFUELER VEHICLE PARKING Parking area designed for use by loaded refueling units and hydrant hose trucks that support the flying mission				
149		Concrete	SY		E 852-269 (4)	

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150		AIRCRAFT SUPPORT EQUIP (ASE) STOR YARD Facility designed for the storage of powered and non-powered support equipment that serve various repaired aircraft				
151		Concrete	SY		E 852-273 (4)	
152		Asphalt	SY		E 852-273 (5)	
153		NON-RECOVERABLE SUPPORT FACILITY, RELOCATABLE Supporting slabs, foundations, grade beam, etc. used to support modular structures, relocatable buildings, or other tent like structures that are not real property	EA		E 890-311	
154		PAD, EQUIPMENT General purpose concrete pad used to support communications equipment such as air conditioners, generator towers, etc.	SY / EA		E 132-123 (4)	
155		PAD, POWER CHECK WITH SUPPRESSOR The power check pad with suppressor is the prim facility on which operational check of jet engines are performed. Unsuppressed pads are used in back-up or interim facilities. The suppressor and associated devices are supplied as items of government furnished equipment	SY		E 116-665 (4)	
156						
157	H. AIRFIELD					
158		TAXIWAY LIGHTING All lighting provided regularly used use taxiways	LF		E 136-667	
159		APRON Pavement provided for aircraft parking servicing and loading	SY		E 113-321	

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160		TAXIWAY Pavement provided for ground movement of aircraft	SY		E 112-211	
161		PAVED SHOULDERS The shoulders of runways, taxiways, etc.	SY		E 116-642	

BUILDING INFORMATION

Facility No.	Project No.	Contract No.		
BLDG DIMENSIONS	Length	Width	Gross SF	Net SF
Main Building				
Wings				
Basement				
Offsets				
Attic				
Porches, Covered				
Foundation				
Roof				
OTHER BLDG DATA	Linear Feet			
Ceiling Height Main Bldg				
Ceiling Height Basement				
Largest Door Height				
Largest Door Width				
FIRE RATING CODE				
CONSTRUCTION	Specify Type of Material Used in Construction			
Foundations (Concrete, etc.)				
Floors (Concrete, etc.)				
Walls (Masonry, Metal Stud, etc.)				
Roof (Standing Seam, EPDM, Other (identify))				

BUILDING INFORMATION

UTILITY CONNECTIONS	Number of pipes	Diameter of each pipe	Capacity of all inlet pipes	Metered yes / no
Water				
Gas				
Sewer				
Storm Drainage				
Electrical				
SYSTEM	Energy	Source Location	Fuel Description	Air Circulation
Heating				
Air Conditioning				
Hot Water				
Electrical				
ELECTRIC	Phase	Voltage	Wire Size	Connected Load – AMPS / KVA
<i>Signature</i>			<i>Date:</i>	
<i>Printed Name</i>			<i>Phone:</i>	
<i>Title of Preparer</i>				

DEMOLITION / REMOVAL OF EXISTING ITEMS FROM FACILITY

BLDG NO.	PROJECT NO.	CONTRACTOR
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CONTRACT NO.	PHONE NO.	DATE:
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Real Property Installed Equipment Removed from Building

DESCRIPTION	QTY	MFG	SIZE	SERIAL NO.	LOCATION OF EQUIP	REMARKS

Pavements and Fence

Type	Unit of Measure	Quantity	Concrete, Asphalt, etc.
Sidewalk	SY		
Curbs/Gutters	LF		
Driveway	SY		
Roads	SY		
Parking Areas	SY		
Fence	LF		
Other			

Structural

Type	Unit of Measure	Materials	Quantity
Roofs	SF		
Exterior Bldg	SF		
Interior Bldg Walls	SF		
Other			

Underground Systems

Type	Unit of Measure	Quantity Removed or Abandoned in
Storm Sewer/Drainage System	LF	
Water Distribution Mains	LF	
Sanitary Sewer System	LF	
Gas Distribution Mains	LF	
Other	LF	

Exterior and Interior Electric

Type	Unit of Measure	Size/Voltage/Phase	Quantity
Primary OH	LF	/ /	
Primary UG	LF	/ /	
Secondary OH	LF	/ /	
Secondary UG	LF	/ /	
Interior Electric	LF	/ /	
Transformers	KVA Phase		
Other			