

Garrison Agreement Procedures Guide & Support Services Catalog



IMCOM
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**THE ARMY'S HOME
US ARMY GARRISON
Fort Sill, Oklahoma
1 June 13**



REPLY TO
ATTENTION OF:

DEPARTMENT OF THE ARMY
US ARMY INSTALLATION MANAGEMENT COMMAND
HEADQUARTERS, UNITED STATES ARMY GARRISON, FORT SILL
462 HAMILTON ROAD, SUITE 120
FORT SILL, OKLAHOMA 73503

IMSI-RMM

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Policy and Procedures for IMCOM Agreements, GC Policy Memo 13-02

1. Reference. DODI 4000.19, Interservice and Intragovernmental Support, 9 August 1995.
2. The management and execution of Agreements is a Garrison Commander's program. Garrison resources must be carefully managed and when appropriate should be documented and monitored through the Agreements process.
3. In accordance with reference 1, each DOD activity is to designate a Support Agreements Manager (SAM). The Garrison SAM operates under the direction of the Garrison Commander in the Resource Management Office (RMO). The SAM has the responsibility to write, review, staff, negotiate, and manage Memorandums of Agreement (MOAs), Memorandums of Understanding (MOUs), and Support Agreements (SAs) for the IMCOM Garrison.
4. The Garrison Agreements Office serves as a repository for Garrison Agreements and maintains a Garrison Agreement Procedures Guide and Installation Support Services Catalog that may be accessed at <http://sill-www.army.mil/usag/RMO/documents/catalog.pdf>. The Garrison Commander will not sign Agreements that have not been routed through the RMO Agreement's Office.
5. Each organization will designate a Functional Area Representative (FAR) point of contact for the Agreements Office to coordinate actions. Organizations will ensure Agreements are routed properly and a FAR is maintained and given appropriate authority. Ensure your directorate responds to taskers from the Agreement's Office IAW the suspense dates. It is in the best interest of all parties involved to have a documented agreement on file.
6. The Garrison SAM is Winona Morris, 442-3560, winona.f.morris.civ@mail.mil or the assistant SAM is Dora Presley, 442-2911, dora.a.presley.civ@mail.mil.



PAUL S. HOSENLOPP
COL, FA
Garrison Commander

DISTRIBUTION:
Fort Sill Internet

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INTRODUCTION.

Fort Sill, Oklahoma has something for everyone and for every season!

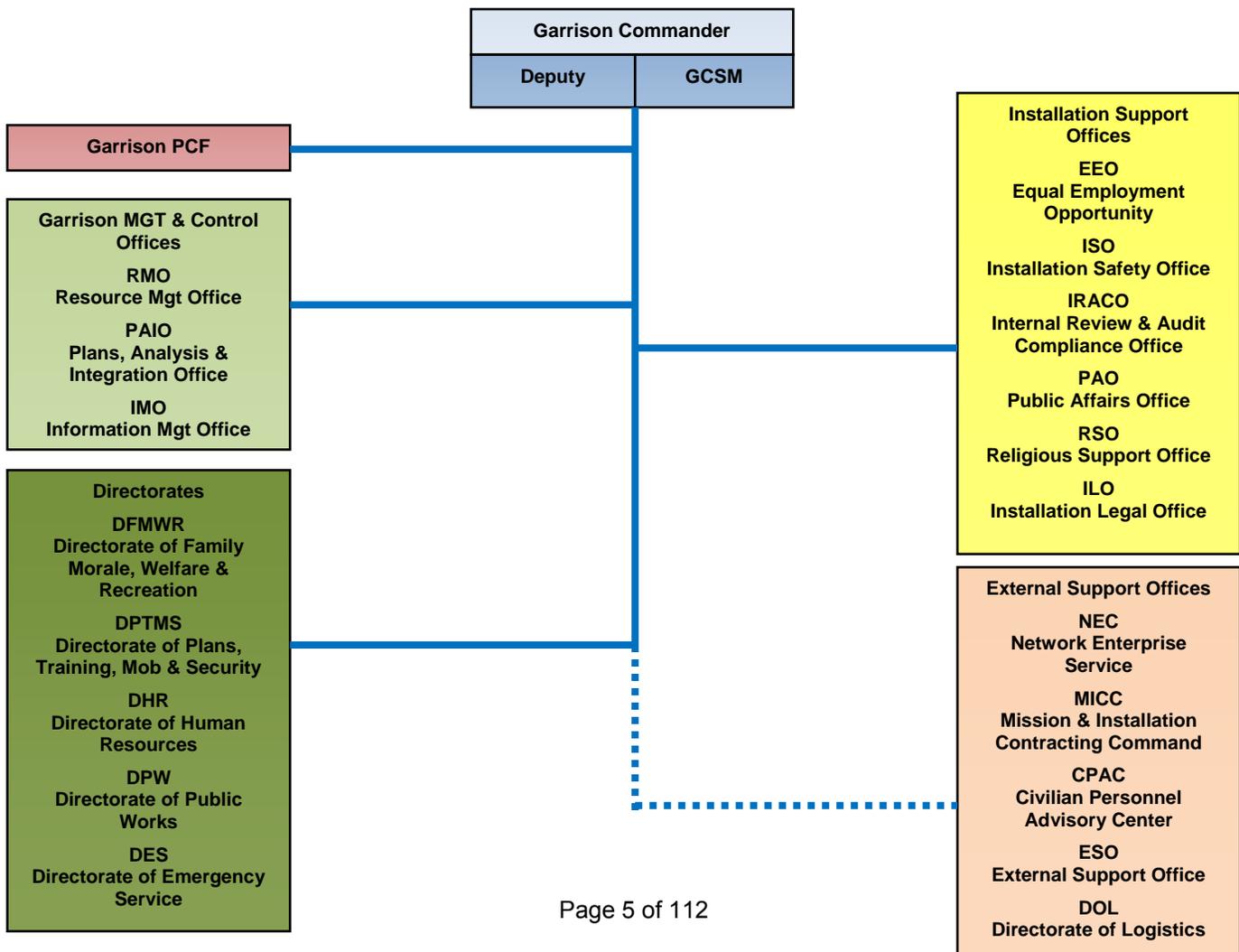
While located in the heart of the great plains, the proximity of the Wichita Mountains and the foothills which encroach on Fort Sill provide a varied terrain. Fort Sill's terrain includes mountainous areas, open plains, and forested areas. The varied terrain is ideal for training both ground and air operations.

Its central location contributes to Fort Sill's relatively mild weather. While the area does enjoy the traditional four seasons, winters and summers are relatively mild, although extreme temperatures are not uncommon in August (100 degree temperatures are common) and February (weeks of below freezing) with an average annual temperature of around 60 degrees. There is an average of 343 flying days each year.

MISSION.

To provide base operations, services and facilities for the joint and total Army team to enable unit readiness and enhance individual well-being.

USAG SILL ORGANIZATION CHART.



PURPOSE.

This catalog has been developed to provide United States Army Garrison (USAG), Fort Sill, Oklahoma (Sill) customers with information on where and how to request support services and agreements with USAG Sill. The catalog also provides USAG Sill customers with a description of the procedures used for preparing, negotiating and developing Garrison agreements.

POINTS OF CONTACT FOR THIS CATALOG.

USAG, RMO
Manpower & Agreements Division
Agreements Office

SAM	(580) 442-3560; winona.f.morris.civ@mail.mil
Assistant SAM	(580) 442 2911
Agreements Analysts	(580) 442-5803/3111
FAX	(580) 442-7978

For services not provided in USAG Sill categories, contact the service owners' point of contact in Appendix F.

REFERENCES.

Department of Defense Instruction (DODI) 4000.19, Support Agreements, 25 April 2013.

IMCOM FY13 Funding Letter.

IMCOM FY13 Common Levels of Support (CLS) Catalog.

AR 210-22, Private Organizations.

SCOPE.

This catalog applies to USAG Sill and its Army, non-Army, private organizations, and contractor customers.

DEFINITIONS.

There are three basic types of agreements which are the Memorandum of Agreement (MOA) or Memorandum of Understanding (MOU) and the Support Agreement (SA).

- a. Memorandum of Agreements/Understandings (MOAs/MOUs). MOA/MOUs are agreements that pertain to methods and procedures. These agreements

must be authorized by regulation or some official guidance and generally do not require reimbursement.

b. Support Agreements (SAs). Customers who require recurring reimbursable support must enter into a Support Agreement with the Garrison and will reimburse in accordance with DODI 4000.19 for services that increase the support supplier's direct incremental costs. The SA is comprised of a DD1144, General Provisions, Specific Provisions and attachments as needed.

TYPES OF ORGANIZATIONS.

Agreements are written among specific types of organizations. Agreements are written among federal to federal, state and local governments, and private organizations.

- a. Contractors. Any contractor that will be a tenant on USAG Sill is required to contact the Plan, Analysis and Integration Office (PAIO) located in Bldg 463. Appropriate documentation is required (see form at Appendix B). Contractors may call (580) 442-3179 or email galen.v.stockton.civ@mail.mil to obtain and submit the required documents. This is the initial step to get an agreement established. Agreements are not written with contractors, but instead are written between USAG Sill and the federal entity that requires the performance of a contractor.
- b. Private Organizations. Private organizations desiring to operate on USAG Sill should contact the Directorate of Family, Morale, Welfare and Recreation (DFMWR) Private Organization Coordinator, phone (580) 442-3113 in order to obtain appropriate paperwork for requesting space/access on the Garrison and to comply with requirements of Army Regulation 210-22. The private organization should know the amount of space requested, timeframes of facilities needed, etc. DFMWR will determine if a license/lease is required for requested support and will provide the documentation to the Directorate of Public Works (DPW) for establishment of the license/lease. DPW will provide the information to DFMWR and the Garrison Support Agreements Manager so an agreement can be developed with the customer when authorized.
- c. State and Local Governments, Colleges and Universities. Contact the Garrison SAM to initiate or update existing agreements required with the USAG Sill.
- d. Federal Government Entities. Contact the Garrison SAM to initiate or update existing agreements required with the USAG Sill.

GARRISON AGREEMENT PROCEDURES GUIDE.

This ***Garrison Agreements Procedures Guide*** identifies the processes used to request USAG Sill services. The USAG Sill Support Agreement Manager (SAM) is responsible for formulating Garrison Agreements and providing guidance to all receivers of support services. Direct coordination and communication with the SAM is required.

PROCESS FOR REQUESTING AGREEMENTS

NOTE: Fillable forms referenced in this catalog are available upon request from Garrison Agreements Office at winona.f.morris.civ@mail.mil.

a. MOA/MOU Procedure. After the need for an agreement is identified, the agreement may be initiated by the Garrison or the customer but should follow the basic structure in Appendix A. A knowledgeable person should draft the agreement in the MOA/MOU format. Submit the draft agreement to the SAM at email winona.f.morris.civ@mail.mil or phone (580) 442-3560/2911 to continue the agreement process. See Appendix C for the basic MOA process.

b. SA Procedure. For customers desiring recurring support services from USAG Sill, the customer should read through the Support Services Catalog (referred to as the Catalog). The Catalog identifies CLS provided to each customer. See Appendix D for the SA Process.

STEP 1. If the customer will be/is a tenant on USAG Sill, the first requirement is to complete the form at Appendix B. Initial facility requests and requests for additional facilities and real estate space must be submitted to the Plans, Analysis and Integration Office (PAIO) in Bldg 463 or can be emailed to galen.v.stockton.civ@mail.mil for coordination and review by the Real Property and Master Planning Division, DPW and approved by the Garrison Commander. The USAG Sill SAM will ensure space requirements are validated by DPW before a SA can be written.

STEP 2. The customer should read the Support Services Catalog and complete the Agreement Request Worksheet (Appendix E). Submit the request form to the SAM at email winona.f.morris.civ@mail.mil or phone (580) 442-3560/2911 to continue the agreement process.

Non-Army – Interservice agreements within DOD and non-DOD. Non-Army customers who require recurring reimbursable support must enter into a SA with USAG Sill and will reimburse in accordance with (IAW) DODI 4000.19 for those services.

Army – Intraservice agreements within the Army. Army tenants primarily funded with other than Operations & Maintenance, Army

(OMA) must enter into a SA with USAG Sill and provide reimbursement for services. Army customers may request above CLS, however, above CLS support must be forwarded to HQ IMCOM for approval before reimbursement and services are performed. Mission unique services will be reimbursed by the receiver.

STEP 3. The draft SA will be coordinated IAW the SA Process at Appendix D.

STEP 4. The Garrison Resource Management Office (Budget Office) will review the DRAFT Support Agreement and create a Reimbursement Funding Annex for validation of financial information. The Funding Annex will specify what services are reimbursable to USAG Sill and provide an estimated cost. The Funding Annex will be included as an attachment to the SA. The receiver of support will plan and budget to annually reimburse or fund the amount estimated on the Funding Annex.

STEP 5. The final SA will be sent to the receiver for review and negotiation. Upon acceptance by the receiver, the receiver will sign the DD Form 1144 and then return the agreement to USAG Sill for signature.

REVIEW PROCEDURES.

Funding Annex Reviews. An annual review of the Funding Annex will be accomplished by the Garrison's Resource Management Office (RMO). Estimated costs in the funding annexes are reviewed against actual expenditures and the funding annex may be revised accordingly. Many billing items are based on actual costs, unless specifically stated otherwise in the Agreement.

SUPPORT AGREEMENT REVIEWS.

MOA/MOUs. The agreements are reviewed every 3 years unless documented as more frequently reviewed within the agreement itself. With or without a review, the agreement continues until it is terminated, the project it addresses is complete, or it is superseded by a new agreement. USAG Sill or any affected party to the agreement may initiate a review of the agreement at any time to address changes or modifications needed in the agreement. Contact the USAG Sill SAM for to request changes to the agreement.

Support Agreements are written for an indefinite timeframe and will be valid from the last signature date until a new review is performed to supersede the existing agreement or the agreement is terminated. USAG Sill or the receiver to the agreement may initiate a review of the agreement at any time to address changes or modifications needed in the agreement. Contact the USAG Sill SAM to request changes to the agreement. Any change/revision/termination of an agreement requires 180 day notification by either party.

GENERAL REIMBURSEMENT GUIDELINES

Reimbursable guidance is based on the type of organization receiving the support. The following general rules apply.

Army – support is based on CLS and is non-reimbursable **unless there is an exception**. Funding for CLS support is in the USAG Sill budget. The level of CLS funding varies from year to year therefore some support may be modified and require reimbursement at USAG Sill.

New Army and Existing Army Expansions on USAG Sill are responsible for notifying the installation in sufficient time to POM for CLS requirements. If this does not occur, the customer is responsible for providing funds for the required support until requirements can be programmed in the POM. The IMCOM Narrative Funding Guidance states no additional workload or mission at any level will be accepted without additional resources; it further states that new missions will be properly coordinated through the HQ and come with resources or an acceptable bill-payer identified. Where services or support is not captured in the base requirements of the host, the customer will provide funds until such time as requirements can be programmed in the POM.

Non-Army – recurring interservice and intergovernmental support is reimbursable to the extent that it increases USAG's direct cost and that cost is identifiable to a specific customer **unless there is an exception**. Non-Army tenants do not automatically receive Common Level of Support.

Private Organization – reimburse for everything **unless there is an exception**.

Contractors - Contractor support is provided IAW the type of organization that funds the contract. For example, Army contractors reimburse according to Army reimbursement and non-Army contractors reimburse according to non-Army reimbursement since the agreements are written with the contractor's federal organization – not with the contractor.

EXCEPTIONS. A non-inclusive list of exceptions to the general reimbursement guidelines is identified below. These organizations have regulations that identify specific guidance for reimbursement. This Catalog does not supersede any established regulatory guidance. Specific regulations governing the following organizations will be reviewed by USAG Sill Budget Office in order to establish appropriate reimbursements on the funding annex for these customers.

Army Exceptions:

- Foreign Military Sales
- Off-Post Army Customers
- Customers Down Range

US Army Special Operation Command (ARSOC)
Army Family Housing Operation and Maintenance (AFHO)
US Army Medical Command (MEDCOM)
ARNG (permanent party, on-post)
US Army Reserve (permanent party, on-post)
US Army Reserve (off-post)
US Army Cadet command, Reserve Officer Training Corps (ROTC)
US Army Recruiting Command
ARNG and Army Reserve Annual Training (AT & IDT) on Active Component
Installations or used by the units during AT/IDT
Non-Appropriated Fund (NAF) Organizations/AAFES
US Army Corps of Engineers (USACE)
US Military Processing Center (MEPCOM)
Multi-Component Units
BRAC and Non-BRAC Excess Installations
Non-Army Exceptions:
Financial Institutions
Below 95% military pay for all support and rent
Above 95% military get CLS same as Army
Private Organization Exceptions:
American Red Cross
United Service Organization (USO)
Army Emergency Relief (AER)
Civil Air Patrol
Employee Organizations
Scouting Organizations
CONUS Schools

BILLING INSTRUCTIONS.

Reimbursement will be accomplished by billing the Receiver on a monthly/quarterly basis supported by copies of work requests, issue or other accountable documents for payment. RECEIVER will forward appropriate funding document, e.g., DD Form 448, Military Interdepartmental Purchase Request (MIPR) or Universal Order form pertaining to their agreement to HQ, US Army Garrison, Directorate of Resource Management, Garrison Budget Office, ATTN: IMSI-RMB, 462 Hamilton Road, Suite 112, Fort Sill, OK 73503-5000, DSN 639-8130 or commercial (580) 442-8130, email: deirdre.b.gattenby.civ@mail.mil <<mailto:deirdre.b.gattenby.civ@mail.mil>>.

The appropriate funding document must contain the Support Agreement Number, the categories of support, and the reimbursable amount for each category of support to permit the Resource Management Office (RMO) to track the costs. RECEIVER shall email or FAX a copy of all funding documents to the IMSI-RMB Garrison Budget Office, DSN 639-7577 or Commercial (580) 442-7577.

Nothing in this agreement shall be construed to obligate the SUPPLIER to expend or obligate funds in violation of the Anti-Deficiency Act, 31 U.S.C. Section 1341.

SUPPORT SERVICES CATALOG.

The **Support Services Catalog (Catalog)** identifies the type of services provided by USAG Sill and the CLS based on available Garrison resources (funding) and mission priorities for the current fiscal year. Services are listed by DODI category IAW DODI 4000.19. Sub paragraphs identify CLS and Service Support Providers (SSPs) per IMCOM structure.

Support Services identified in this catalog will be reevaluated each fiscal year and will be modified based on Garrison funding and Installation Management Command (IMCOM) guidance.

Important parts of the catalog are identified on the following SAMPLE sheet.



A2 AIRFIELD OPERATIONS

Service Category: Airfield Operations
 FY10 CLS # 900

Proponent: DPTMS

Contact: Henry Post Army Airfield (HPAAF)
 Operations Control
 (CLS 900 A,B,C) (580) 442-4643/6160

Fort Sill Army Radar Approach
 (CLS 900 D, E) (580) 442-2387

Common Levels Of Support (CLS)	
900	<p>A Integrated Airfield Services</p> <p>Provide operational and regulatory oversight to ensure a safe, secure, efficient Airfield and Installation Aviation Environment is available (Normal Operating Hours (0730-1600) hrs local, M-F exc. holidays. Reimbursable for actual overtime requested outside published hours.</p> <p>B Flight Management Services</p> <p>Provide flight management operations to support administrative functions, aviator services and management of aircraft arrival and departure operations (Normal Operating Hours (0700-2200) hrs local, M-F exc. holidays. Reimbursable for actual overtime requested outside published hours.</p> <p>C Aircraft Ground Support Services</p> <p>Provide airfield ground support operations, coordination and execution Limited Ground Support Capability- Contact Airfield Manager for ground support requirements. Reimbursable for actual overtime requested outside published hours for Airfield Opns personnel. DOL refueling contractor provides 24/7 refuel/defuel services. Aircraft Ident Plates or DOD fuel cards required or all aircraft refueling opns.</p> <p>D Air Traffic Control (ATC) Services</p> <p>Provide through ATC services and Airspace management the safe, orderly, and expeditious flow of air traffic in the assigned airspace Reimbursable for actual overtime requested outside published hours for the Control Tower.</p> <p>E Air Traffic Control Maintenance Services</p> <p>Maintain and certify airfield and air traffic control communication systems RADAR and Navigational Aids System (NAVAIDS).</p>
AMSCO	

Black Text identifies Non-reimbursable

Red Text identifies Reimbursable

LIST OF ACRONYMS.

AR	Army Regulation
CLS	Common Level of Support
CPAC	Civilian Personnel Advisory Center
DES	Directorates of Emergency Services
DFMWR	Directorate of Family Morale Welfare and Recreation
DHR	Directorate of Human Resources
DODI	Department of Defense Instruction
DOL	Directorate of Logistics
DPTMS	Directorate of Plans, Training, Mobilization & Security
DPW	Directorate of Public Works
EEO	Equal Employment Opportunity
ESO	External Support Office
GC	Garrison Commander
IMCOM	Information Management Command
IAW	In Accordance With
IMO	Installation Management Office
IRACO	Internal Review & Audit Compliance Office
ISO	Installation Security Office
MOA	Memorandum of Agreement
MOU	Memorandum of Understanding
OMA	Operations Maintenance, Army
PAIO	Plans, Analysis & Integration Office

PAO	Public Affairs Office
POC	Point of Contact
RMO	Resource Management Office
RSO	Religious Support Office
SA	Support Agreement
SAM	Support Agreement Manager
SJA	Staff Judge Advocate
SSP	Service Support Provider
USAG Sill	United States Army Garrison, Fort Sill

CLS Crosswalk

DoD Category of Support*			Common Level of Support CLS	
Cat #	Title	Proponent	FY12 #	Title
A1	Admin Svcs	DHR	113	Administrative Services
A2	Airfield Ops	DPTMS	900	Airfield Ops
A3	Audio & Visual Info Svcs	DPTMS	702	Visual Info Processes
C1	Chapel & Chaplain Svcs	RSO	106	Religious Spt
C3	Clubs	DFMWR	254	Business Ops
C4	Command Spt	IMO	73	Management Analysis
C4	Command Spt	PAIO	73	Management Analysis
C4	Command Spt	GC	100	Instl Mgt
C4	Command Spt	EEO	109	EEO
C4	Command Spt	IRACO	111	Internal Review
C4	Command Spt	DPTMS	902	Command & Control
C5	Common Use Facility Construction, Ops, Maint, & Repair	DPW	41	Maint - Unimproved Grounds (Other Than Improved Grounds)
C5	Common Use Facility Construction, Ops, Maint, & Repair	DPW	400	Facilities Engineering Svcs Mgt
C5	Common Use Facility Construction, Ops, Maint, & Repair	DPW	404	Maint - Improved Grounds
C5	Common Use Facility Construction, Ops, Maint, & Repair	DPW	408	Snow, Ice, & Sand Removal
C5	Common Use Facility Construction, Ops, Maint, & Repair	DPW	411	Bldg (Facilities) Maint - Tng & Ops
C5	Common Use Facility Construction, Ops, Maint, & Repair	DPW	419	Utilities, Dams and Other
C5	Common Use Facility Construction, Ops, Maint, & Repair	DPW	420	Maint - Surfaced & Unsurfaced Areas
C7	Community Relations	DFMWR	253	Sports, Recreation, & Libraries
C8	Community Svcs	DFMWR	251	Army Community Svcs
C8	Community Svcs	DFMWR	252	Child & Youth
C9	Custodial Svcs	DPW	402	Custodial Svcs
D1	Disaster Preparedness	DPTMS	604	Emergency Management
D1	Disaster Preparedness	DPTMS	902	Command & Control
E1	Education Svcs	DHR	803	Continuing Education Svcs
E1	Education Svcs	DHR	803	Educational Learning Ctr (VOPR)
E2	Entomology Svcs	DPW	510	Indoor Pest Mgt
E2	Entomology Svcs	DPW	511	Outdoor Pest Mgt

CLS Crosswalk

DoD Category of Support*			Common Level of Support CLS	
Cat #	Title	Proponent	FY12 #	Title
E3	Environmental Cleanup	DPW	411	Facilities & Maintenance-Training & Ops
E3	Environmental Cleanup	DPW/ MEDDAC	417	Facilities Maintenance-Medical/Hospital
E3	Environmental Cleanup	DPW	419	Utilities, Dams and Other
E3	Environmental Cleanup	DPW	420	Maintenance-Surfaced & Unsurfaced Areas
E4	Environmental Compliance	DPW	505	Compliance Programs
E4	Environmental Compliance	DPW	506	Conservation Programs
E4	Environmental Compliance	DPW	507	Pollution Prevention Programs
F1	Facilities & Real Property Spt	DPW	400	Facilities Engineering Svcs Mgt
F1	Facilities & Real Property Spt	DPW	405	Master Planning
F1	Facilities & Real Property Spt	DPW	406	Real Estate/Real Property Administration
F2	Facility Construction & Major Repair	DPW	400	Facilities Engineering Svcs Mgt
F2	Facility Construction & Major Repair	DPW	405	Master Planning
F2	Facility Construction & Major Repair	DPW	406	Real Estate/Real Property Administration
F3	Facility Maint & Minor Repair	DPW	41	Maint - Unimproved Grounds (Other Than Improved Grounds)
F3	Facility Maint & Minor Repair	DPW	400	Facilities Engineering Svcs Mgt
F3	Facility Maint & Minor Repair	DPW	404	Maint - Improved Grounds
F3	Facility Maint & Minor Repair	DPW	408	Snow, Ice, & Sand Removal
F3	Facility Maint & Minor Repair	DPW	411	Facilities & Maint - Tng & Ops
F3	Facility Maint & Minor Repair	DPW	417	Facilities & Maint - Medical/Hospital
F3	Facility Maint & Minor Repair	DPW	419	Utilities, Dams, & Others
F3	Facility Maint & Minor Repair	DPW	420	Maint - Surfaced & Unsurfaced Areas
F5	Fire Protection	DES	401	Fire & Emergency Response Svcs
H2	Housing & Lodging Svcs	DPW	200	UPH/SEBQ/BOQ Mgt
H2	Housing & Lodging Svcs	DPW	201	Family Housing Mgt
L2	Legal Svcs	SJA	102	Admin & Civil Law
L2	Legal Svcs	SJA	103	Criminal Law & Discipline
L2	Legal Svcs	SJA	104	Client Svcs
L2	Legal Svcs	SJA	105	Claims
M1	Mail Svc	DHR	113	Admin Svcs
M2	Mil Pers Spt	DHR	800	(Mil) Pers Svcs
M4	MWR Activities	DFMWR	253	Sports, Recreation, & Libraries
M5	Mortuary Svcs	DHR	800	(Mil) Pers Manning

CLS Crosswalk

DoD Category of Support*			Common Level of Support CLS	
Cat #	Title	Proponent	FY12 #	Title
P1	Police Svcs	DES	600	Physical Security
P1	Police Svcs	DES	601	Law Enforcement Svcs
P3	Public Affairs	PAO	107	Public Affairs
R1	Refuse Collection & Disposal	DPW	403	Refuse Removal
R2	Resource Mgt	RMO	115	Program/Budget
R2	Resource Mgt	RMO	116	SA/MOU/MOA Mgt
R3	Retired Affairs	DHR	800	(Mil) Pers Svcs
S1	Safety	ISO	112	Instl Safety & Occupational Health
S2	Security Svcs	DPTMS	602	Anti-Terrorism Svcs
S2	Security Svcs	DPTMS	603	Instl Security Program Mgt Spt
S4	Social Actions	DHR	250	Substance Abuse
T1	Training Svc	DPTMS	903	Training Land Sustainment
T1	Training Svc	DPTMS	904	Range Mgt
T1	Training Svc	DPTMS	905	Training Support Center
T1	Training Svc	DPTMS	906	Battle Command Training Center
U1	Utilities	DPW	500	Electrical Svcs
U1	Utilities	DPW	502	Water Svcs
U1	Utilities	DPW	503	Waste Water Svcs
U1	Utilities	DPW	504	Other Utility Svcs

*Support Agreement - DoD 4000.19-I

FY12 CLS to DODI Category Crosswalk

Common Level of Support CLS			DoD Category of Support*	
FY12 #	Title	Proponent	Title	Cat #
41	Maint - Unimproved Grounds (Other Than Improved Grounds)	DPW	Common Use Facility Construction, Ops, Maint, & Repair	C5
41	Maint - Unimproved Grounds (Other Than Improved Grounds)	DPW	Facility Maint & Minor Repair	F3
73	Management Analysis	IMO	Command Spt	C4
73	Management Analysis	PAIO	Command Spt	C4
100	Instl Mgt	GC	Command Spt	C4
102	Admin & Civil Law	SJA	Legal Svcs	L2
103	Criminal Law & Discipline	SJA	Legal Svcs	L2
104	Client Svcs	SJA	Legal Svcs	L2
105	Claims	SJA	Legal Svcs	L2
106	Religious Spt	RSO	Chapel & Chaplain Svcs	C1
107	Public Affairs	PAO	Public Affairs	P3
109	EEO	EEO	Command Spt	C4
111	Internal Review	IRACO	Command Spt	C4
112	Instl Safety & Occupational Health	ISO	Safety	S1
113	Administrative Services	DHR	Admin Svcs	A1
113	Document Mgt	DHR	Mail Svc	M1
115	Resource Mgt Svcs	RMO	Resource Mgt	R2
116	SA/MOU/MOA Mgt	RMO	Resource Mgt	R2
200	UPH/SEBQ/BOQ Mgt	DPW	Housing & Lodging Svcs	H2
201	Family Housing Mgt	DPW	Housing & Lodging Svcs	H2
250	Substance Abuse	DHR	Social Actions	S4
251	Army Community Svcs	DFMWR	Community Svcs	C8
252	Child & Youth	DFMWR	Community Svcs	C8
253	Sports, Recreation, & Libraries	DFMWR	Community Relations	C7
253	Sports, Recreation, & Libraries	DFMWR	MWR Activities	M4
254	Business Ops	DFMWR	Clubs	C3
400	Facilities Engineering Svcs Mgt	DPW	Common Use Facility Construction, Ops, Maint, & Repair	C5

FY12 CLS to DODI Category Crosswalk

Common Level of Support CLS			DoD Category of Support*	
FY12 #	Title	Proponent	Title	Cat #
400	Facilities Engineering Svcs Mgt	DPW	Facilities & Real Property Spt	F1
400	Facilities Engineering Svcs Mgt	DPW	Facility Construction & Major Repair	F2
400	Facilities Engineering Svcs Mgt	DPW	Facility Maint & Minor Repair	F3
401	Fire & Emergency Response Svcs	DES	Fire Protection	F5
402	Custodial Svcs	DPW	Custodial Svcs	C9
403	Refuse Removal	DPW	Refuse Collection & Disposal	R1
404	Maint - Improved Grounds	DPW	Common Use Facility Construction, Ops, Maint, & Repair	C5
404	Maint - Improved Grounds	DPW	Facility Maint & Minor Repair	F3
405	Master Planning	DPW	Facilities & Real Property Spt	F1
405	Master Planning	DPW	Facility Construction & Major Repair	F2
406	Real Estate/Real Property Administration	DPW	Facilities & Real Property Spt	F1
406	Real Estate/Real Property Administration	DPW	Facility Construction & Major Repair	F2
408	Snow, Ice, & Sand Removal	DPW	Common Use Facility Construction, Ops, Maint, & Repair	C5
408	Snow, Ice, & Sand Removal	DPW	Facility Maint & Minor Repair	F3
411	Bldg (Facilities) Maint - Tng & Ops	DPW	Common Use Facility Construction, Ops, Maint, & Repair	C5
411	Facilities & Maintenance-Training & Ops	DPW	Environmental Cleanup	E3
411	Bldg (Facilities) Maint - Tng & Ops	DPW	Facility Maint & Minor Repair	F3
417	Facilities Maintenance-Medical/Hospital	DPW/ MEDDAC	Environmental Cleanup	E3
417	Bldg (Facilities) Maint - Medical/Hospital	DPW	Facility Maint & Minor Repair	F3
419	Utilities, Dams and Other	DPW	Common Use Facility Construction, Ops, Maint, & Repair	C5
419	Utilities, Dams and Other	DPW	Environmental Cleanup	E3
419	Bldg (Facilities) Maint - Other	DPW	Facility Maint & Minor Repair	F3
420	Maint - Surfaced & Unsurfaced Areas	DPW	Common Use Facility Construction, Ops, Maint, & Repair	C5
420	Maintenance-Surfaced & Unsurfaced Areas	DPW	Environmental Cleanup	E3
420	Maint - Surfaced & Unsurfaced Areas	DPW	Facility Maint & Minor Repair	F3
500	Electrical Svcs	DPW	Utilities	U1
502	Water Svcs	DPW	Utilities	U1
503	Waste Water Svcs	DPW	Utilities	U1
504	Other Utility Svcs	DPW	Utilities	U1
505	Compliance Programs	DPW	Environmental Compliance	E4
506	Conservation Programs	DPW	Environmental Compliance	E4

FY12 CLS to DODI Category Crosswalk

Common Level of Support CLS			DoD Category of Support*	
FY12 #	Title	Proponent	Title	Cat #
507	Pollution Prevention Programs	DPW	Environmental Compliance	E4
510	Indoor Pest Mgt	DPW	Entomology Svcs	E2
511	Outdoor Pest Mgt	DPW	Entomology Svcs	E2
600	Physical Security	DES	Police Svcs	P1
601	Law Enforcement Svcs	DES	Police Svcs	P1
602	Anti-Terrorism Svcs	DPTMS	Security Svcs	S2
603	Instl Security Program Mgt Spt	DPTMS	Security Svcs	S2
604	Emergency Management	DPTMS	Disaster Preparedness	D1
702	Visual Info Processes	DPTMS	Audio & Visual Info Svcs	A3
800	Military Pers Svcs (& Civ)	DHR	Civ Pers Svcs	C2
800	(Mil) Pers Svcs	DHR	Mil Pers Spt	M2
800	(Mil) Pers Manning	DHR	Mortuary Svcs	M5
800	(Mil) Pers Svcs	DHR	Retired Affairs	R3
803	Continuing Education Svcs	DHR	Education Svcs	E1
803	Continuing Education Svcs	DHR	Education Svcs	E1
900	Airfield Ops	DPTMS	Airfield Ops	A2
902	Command & Control	DPTMS	Command Spt	C4
902	Command & Control	DPTMS	Disaster Preparedness	D1
903	Training Land Sustainment	DPTMS	Training Svc	T1
904	Range Mgt	DPTMS	Training Svc	T1
905	Range Ops	DPTMS	Training Svc	T1
906	Range Modernization	DPTMS	Training Svc	T1

A1 ADMINISTRATIVE SERVICES

Service Category: Administrative Services

FY12 CLS #: 113

Contact: Mr. Darrell Williams

Proponent: DHR

(580) 442-3892/6573

Common Levels Of Support (CLS)

113	A	Provide incoming official mail and distribution management services
		See M1
	B	Provide Freedom of Information Act (FOIA) and Privacy Act (PA) services
		Provide Freedom of Information Act (FOIA) & Privacy Act (PA) support to Garrison Commander & staff in accordance with 5 USC 552 & 552a, EO 13392, Federal Information Security Management Act (FISMA), DOD & Army Reg.
	C	Provide outgoing official mail and distribution management services
		See M1
	D	Provide personal mail services
		See M1
	E	Provide Army Records Information Management System (ARIMS) services
		Provide Army Records Information Management System (ARIMS) services to IC & GC in accordance with AR25-400-2 and AR25-1. Tenants may attend IMCOM classes.
	F	Review and authentication of installation-level IC & GC forms and publications
		Provide initial review, edit, & authentication services for installation-level forms & publications.
	G	Operate Installation Records Holding Area (RHA)
		Establish, fund, & operate records staging/holding areas for installation-wide customers, as required, in accordance with AR 25-400-2.
	H	Provide advice on procedures to acquire local printing and reproduction services
		Provide advice on the acquisition and procedures for obtaining local printing & reproduction services through the Document Auto. & Production Ser. (DAPS), as required, in accordance with AR 25-30 & Title 44 of the U.S.C. Blank forms & publications are available to customers.
	I	Not used
	J	Provide publications and forms stocking, warehousing, and inventory services
		Stock, warehouse, and inventory certain forms & publications for the installation in accordance with AR 25-30 & Title 44 of the U.S.C. Limited warehousing.
	K	Provide pick-up and delivery of official mail to administrative offices
		See M1
	L	Provide office symbol management (GC and Staff)
		Approve & assign office symbols for GC & staff, in accordance with AR 25-59.

Funded Program: # 31034Y

A2 AIRFIELD OPERATIONS

Service Category: Airfield Operations

FY12 CLS # 900

Proponent: DPTMS

Contact: Henry Post Army Airfield (HPAAF)

Operations Control

Fort Sill Army Radar Approach

(CLS 900 A,B,C) (580) 442-4643/6160

(CLS 900 D, E) (580) 442-2387

Common Levels Of Support (CLS)

900	A	Integrated Airfield Services	Provide operational and regulatory oversight to ensure a safe, secure, efficient Airfield and Installation Aviation Environment is available (Normal Operating Hours (0730-1600) hrs local, M-F exc. holidays. Reimbursable for actual overtime requested outside published hours.
		B Flight Management Services	Provide flight management operations to support administrative functions, aviator services and management of aircraft arrival and departure operations (Normal Operating Hours (0700-2200) hrs local, M-F exc. holidays. Reimbursable for actual overtime requested outside published hours.
		C Aircraft Ground Support Services	Provide airfield ground support operations, coordination and execution Limited Ground Support Capability- Contact Airfield Manager for ground support requirements. Reimbursable for actual overtime requested outside published hours for Airfield Opns personnel.
		D Air Traffic Control (ATC) Services	Provide through ATC services and Airspace management the safe, orderly, and expeditious flow of air traffic in the assigned airspace. Reimbursable for actual overtime requested outside published hours for the Control Tower. Non-Federal entities must operate on a cost-reimbursable basis for use of governmental resources. This includes costs associated with the use of personnel, government time, and maintenance of government property.
		E Air Traffic Control Maintenance Services	Maintain Airfield and air traffic control communication systems RADAR and Navigational Aids System (NVAIDS).
		Funded Program:	

A3 AUDIO & VISUAL INFORMATION SERVICES

Service Category: Visual Information Process

FY12 CLS # 702

Proponent: DPTMS

Contact: Visual Information Services (580)442-5222

Common Levels Of Support (CLS)

702	A	16.3 - Photography Services	Provide all types of Photography services. Studio photography (DA, command & passport photos are NOT reimbursable.
	B	16.2 - Graphics Arts Services	Provide all types of Graphics Arts Services. <i>Service not provided at Fort Sill due to budget shortfall.</i>
	C	16.5 - VI Broadcast Audio/Video Services	Provide Command Channel & closed circuit TV (CCTV) Services; provide local & non-local audio/video productions. <i>Service not provided at Fort Sill due to budget shortfall.</i>
	D	16.4 - VI Multimedia Services	Provide all types of Multimedia Services. <i>Service not provided at Fort Sill due to budget shortfall.</i>
	E	16.7 - Presentation Support	Provide public address system / presentation supports for official functions (set up, operations, & tear down). <i>Service not provided at Fort Sill due to budget shortfall.</i>
	F	16.6 - VI Media / Equipment Support Services	Provide all VI Media / Equipment Support Services. <i>Service not provided at Fort Sill due to budget shortfall.</i>

Non Applicable

Non Applicable

Reimbursable

If the operating budget permits reinstatement of CLS 702 B-F, then the customer will reimburse for materials, supplies and overtime for all services, such as but not all inclusive, to those listed below:

B	Provide VI displays and exhibits, i.e., fabricate 2 or 3 dimensional objects.
F	Provide the service to duplicate video tapes, CDs, & digital video discs (DVDs) up to locally established limits. (no copyrighted material).
C	Provide non-local VI video productions. Non- Local video products are those that are greater than \$15,000, are distributed Army wide, & incur direct out of pocket expenses.
C	Provide script preparation.
D	Provide multimedia products & reproduction. Non-Local multimedia products are those that cost more than \$15,000, are distributed Army wide, & incur direct out of pocket expenses.
B	Provide large scale color or black and white printing and plotting.
B	Produce large format graphic images.

Funded Program:

C1 CHAPEL & CHAPLAIN SERVICES

Service Category: Religious Support

FY12 CLS # 106

Proponent: RSO

Contact: CH MAJ Lee Rodgers (580) 442- 3861

Common Levels Of Support (CLS)		
106	A	<p>Provide worship services and religious events, including essential rites, sacraments & ordinances.</p> <p>This program provides complete worship experiences comparable to the civilian community, integrated within the military community to meet the needs of the authorized population for the free exercise of religion.</p>
	B	<p>Provide required religious education</p> <p>This program provides for the teaching and training of religious formation and principles comparable to the civilian community, integrated within the military community that complements worship experiences. This includes weekday, as well as weekend, activities. Director of Religious Education position has been filled since FY11.</p>
	C	<p>Provide pastoral care and counseling services</p> <p>This program provides comprehensive pastoral care to include individual and group faith-based counseling, visitation, and complementary faith-based activities.</p>
	D	<p>Provide Family ministry services</p> <p>This program provides faith-based training and programs, under Chaplain leadership, that build and maintain strong family structures, relationships, and values.</p>
	E	<p>Provide spiritual fitness and professional development training</p> <p>This program provides two types of training programs 1) spiritual fitness training programs to Soldiers (including chaplains and chaplain assistants), Family members, and authorized DoD Civilians, 2) for the professional development of chaplains, chaplain assistants, directors of religious education, and other civilian religious support personnel to maintain professional credentials, military skills, and professional competencies.</p>
		Funded Program: # 131034C

C2 MILITARY & CIVILIAN PERSONNEL SERVICES

Service Category: Military Personnel Services (& Civilian)

FY12 CLS # 800

Proponent: DHR

Contact: Ms. Peggy Bailey (580) 442-4343

Common Levels Of Support (CLS)		
800	A	Provide Personnel Services
		This program provides those personnel services required by customers upon arrival/departure from an installation and other personnel actions initiated by the customer. Also see M2.
	B	Provide CAC/ID Card Services
		This program provides CAC/ID Card services to customers as required by personnel actions initiated by the customer. Some services are limited by DMDC for other Military Services than Army. Also see M2.
	C	Provide Casualty Operations Services
		See M5
	D	Provide Deployment Cycle Services
		See M2
	E	Provide Personnel Processing Services
		See M2
	F	Provide MilPay Services
		See M2
	G	Provide Pre-Transition Services
		See R3 & M2
	H	Process Individual Personnel Actions and Provide Military Personnel Service
		See M2.
	I	Not Used
	J	Provide Strength Management Services
		See M2
	K	Provide Human Capital System Automation Services
		See R3
		Funded Program: # 434734

C3 CLUBS

Service Category: Business Operations

FY12 CLS # 254

Proponent: DFMWR

Contact: Chief, Business Operations (580) 442-3842/2020

Common Levels Of Support (CLS)

254	A	Cat B Bowling <i>Non Applicable</i>
		Provide a bowling program that is growing to meet industry standards as a leisure & recreation destination that delivers a quality product while achieving Army financial standards.
	B	Remote & Isolated Bowling <i>Non Applicable</i>
		Provide a bowling program that is growing to meet industry standards as a leisure & recreation destination that delivers a quality product while achieving Army financial standards.
	C	Remote & Isolated CFBE <i>Non Applicable</i>
		Clubs, Food, Beverage & Entertainment (CFBE) Operations may include theme operations, catering, snack bars, dining, beverage, social events, entertainment, & other services normally associated with a restaurant & entertainment center, as well as hospitality support for official events. Programs may include Bingo, snack bars, themed programs (casual dining, MWR promotional programs, etc) special activities, recreational machines, etc. Ensure Soldiers have access to FBE programs through direct operation, concessionaires, franchising, PPV (Public-Private Ventures), name brand casual & fast food dining, & other market-driven FBE programs as facility allows.
	D	Remote & Isolated Golf <i>Non Applicable</i>
		Provide a golf program with playing conditions & services comparable to a mid to high level municipal golf course where there is sufficient market demand to ensure self-sufficiency.
	E	Cat C Bowling
		Provide a bowling program that is growing to meet industry standards as a leisure & recreation destination that delivers a quality product while achieving Army financial standards. Ensure Soldiers and Families have an opportunity to participate in bowling programs & centers offering open & league bowling & services such as bowling instruction, retail, food & beverage, & other market-driven recreational activities as facility allows.
	F	Clubs, Food, Beverage and Entertainment
		Clubs, Food, Beverage & Entertainment (FBE) Operations may include theme operations, catering, snack bars, dining, beverage, social events, entertainment, & other services normally associated with a restaurant & entertainment center, as well as hospitality support for official events. Programs may include Bingo, snack bars, themed programs (casual dining, MWR promotional programs, etc) special activities, recreational machines, etc. Ensure Soldiers have access to FBE programs through direct operation, concessionaires, franchising, PPV (Public-Private Ventures), name brand casual & fast food dining, other market-driven FBE programs as facility allows. Delivers a quality product while achieving Army Financial standards.
	G	Golf
		Provide a golf program with playing conditions services comparable to a mid to high level municipal golf course where there is sufficient market demand to ensure self-sufficiency. Ensure Soldiers Families have an opportunity to play golf at a golf course offering open play, tournaments, and services such as golf instruction, retail, and food beverage.
		Funded Program:

C4 COMMAND SUPPORT

Service Category: Management Analysis

FY12 CLS #: 73

Proponent: IMO

Contact: Mr. Robin Boudiette (580) 558-1922

Common Levels Of Support (CLS)

73	A	Base Realignment and Closure Actions and Stationing
		See PAIO C4-CLS-73
	B	IMO Support in CONUS
		This program provides for IMO support at all CONUS Garrisons.
	C	Support Base Operations Requirements
		See PAIO C4-CLS-73
	D	Measure Performance to Standard
		See PAIO C4-CLS-73
	E	Business Transformation and Process Improvement
		See PAIO C4-CLS-73
	F	Conduct Strategic Planning
		See PAIO C4-CLS-73

Funded Program:

C4 COMMAND SUPPORT

Service Category: Management Analysis

FY12 CLS #: 73

Proponent: PAIO

Contact: Bldg 463 Suite 205, (580) 442-5849/3490

Common Levels Of Support (CLS)

73	A	Base Realignment and Closure Actions and Stationing
		This program provides overall program integration, planning, monitoring, coordination of BRAC and stationing (AR 5-10) activities.
	B	IMO Support in CONUS
		See IMO, C-4 – CLS - 73
	C	Support Base Operations Requirements
		Ensures the accurate reporting of data elements that feed the base operations requirements model.
	D	Measure Performance to Standard
		This program provides processes to evaluate garrison/installation performance and compare to approved plans and standards.
	E	Business Transformation and Process Improvement
		This program provides for the full spectrum of tools used to facilitate business transformation and process improvement.
	F	Conduct Strategic Planning
		This program performs long-range planning activities to address overall installation operations and provide appropriate strategic communications to achieve objectives.
	GG	Service Contract Approval
		This program ensures Garrison's compliance with IMCOM in sourcing guidance and SOP for Service Contract Approval process and Contractor Accountability.

Funded Program:

C4 COMMAND SUPPORT

Service Category: Installation Management

FY12 CLS # 100

Proponent: GC Office

Contact: Ms. Beverly Hopkins (580) 442-3106/3332

Common Levels Of Support (CLS)		
100	A	Exercise Command and Control
		This program provides for the following: vision & guidance for the Garrison planning process and oversight of support to military operations & business operations, sustainment of a positive climate of command. Establish and maintain the strategic direction for the Garrison.
	B	Maintain and improve Installation Infrastructure
		Provide oversight necessary to build and sustain state of the art infrastructure to support readiness and mission execution and enhance the well-being of the Military community.
	C	Provide for Public Safety and Security
		Provide oversight and engagement necessary to engender a safe environment to live, work and play.
	D	Provide Services/Programs to Support Training and Enable Readiness
		Provide oversight necessary and engagement to provide all applicable BASOPS services for training and training services to mission commanders, and support combat training centers and institutional training/UIT schools. Developing strategic partnering relationships with the community "outside the gates".
	E	Execute Community, MWR and Family Support Programs
		Provide oversight and engagement necessary to execute community, MWR and family support programs.
	F	Provide Sound Stewardship of Installation Resources and the Environment
		Provide oversight and engagement necessary to optimize resources and employ innovative means to provide premier facilities and quality services.
	AA	Authorizes physical Access onto the installation.
	BB	Determines and approves post infrastructure and location of tenants. When a tenant is asked to move for convenience of the Garrison, the Garrison will pay the moving costs. When a tenant moves for their own convenience, the tenant shall pay the cost of moving. Exception: Unless otherwise specified in Budgetary guidance.
		Funded Program:

C4 COMMAND SUPPORT

Service Category: Equal Employment Opportunity (EEO)

FY12 CLS # 109

Proponent: EEO

Contact: Ms Matline Butler-Liverman (580) 442-2017/4024

Common Levels Of Support (CLS)

109	A	Provide Compliance and Program Services
		This SSP requires EEO program officials to make analysis to identify and remove barriers to employment throughout the year and ensuring that the EEO Action Plan objectives are incorporated into all agencies' strategic plans. Commander to issue written policy statements ensuring a workplace free of discriminatory harassment and a commitment to equal employment opportunity.
	B	Provide Advisory Services
		EEO Program officials advise and provide appropriate assistance during agency deliberations prior to decisions regarding recruitment strategies, vacancy projections, succession planning, selections for training/career development opportunities, and other workforce changes.
	C	Manage the EEO Complaint Program
		Process EEO complaints of discrimination in accordance with AR 690-600 and other applicable directives and provide required reports.
	D	Provide training and education
		EEO program officials train and educate management, employees, and applicants, informing them of the variety of EEO programs and administrative and judicial remedial procedures available to them.
	E	Manage the Special Emphasis Program (SEP)
		Direct, monitor, and implement employment related, career development actions for special emphasis groups and provide required reports.

Reimbursable

Reimburse for TDY and Court Reporter costs.

Funded Program: # 131034

C4 COMMAND SUPPORT

Service Category: Internal Review

FY12 CLS # 111

Proponent: IRACO

Contact: Ms. Carri Watkins (580)442-3712

Common Levels Of Support (CLS)

111	A	Time Critical Reviews
		Conduct time sensitive reviews of a critical nature with significant command interest.
	B	Formal Reviews
		Conduct reviews that provide an independent assessment to command.
	C	Consulting/Advisory Services
		Provide objective consult and advice for command decision making.
	D	Liaison Services
		Manage audits, surveys, and reviews performed by external agencies as required by law, directed by regulation or by the Command.
	E	Follow-up
		Conduct follow-up reviews to determine whether internal and/or external recommendations have been implemented.

Funded Program: # 131034

C4 COMMAND SUPPORT

Service Category: Command and Control

FY12 CLS # 902

Proponent: DPTMS

Contact: DPTMS Force Protection 580-442-2532

Common Levels Of Support (CLS)		
902	A	Current Operations
		Coordinate and synchronize day to day and future operations for the garrison while maintaining situational awareness across the entire installation and area of responsibility. Provides technical expertise and leadership to ensure quality, timely and accurate collection and reporting to higher, adjacent and subordinate headquarters using classified and unclassified systems. Receive, analyze, recommend and disseminate timely and appropriate resources to internal and external requests for manpower, equipment and or services. Provide, operate, and maintain primary and redundant unclassified & classified communication systems. Also see D1-CLS #902
	B	Disaster Preparedness & Crisis Response
		See D1.
	C	Installation Operations Center
		This SSP ensures the installation maintains 24/7 capability as required (defined as scalable through telecommunications and physical presence) for situational awareness (SA) and Common Operating Picture (COP) of critical information and events, allowing the Senior Commander and the Garrison Cdr to make informed and timely decisions, and provides an expandable base of operations to execute the Anti-Terrorism/Force Protection and All Hazards Response Plan Contingency Operations (real world or exercise) and ARFORGEN. Plan, coordinate, resource, support, and Execute support to real world events and directed exercises (internally and externally) and ARFORGEN IAW commander's guidance, directives, regulations and OPLANS/CONPLANS and Exercise Directives. Also see D1-CLS #902
	D	Planning and Exercises
		See D1.
	E	Force Management
		Coordinate installation support for Army transformation operations, including but not limited to Grow The Army, Base Realignment And Closing, Global Defense Realignment and Posture, Modularity, other force structure and equipping modernization actions and ARFORGEN. Also see S5 CLS #302
	F	Compliance Programs
		Plan, coordinate, resource, support, execute, report, both internal and external organization compliance programs to evaluate/assist in core functions and competencies. See D1-CLS #902.
Reimbursable		
	Funded Program:	

C5 COMMON USE FACILITY CONSTRUCTION, OPERATIONS, MAINTENANCE & REPAIR

Service Category: Maintenance – Unimproved Grounds

FY12 CLS # 41

Proponent: DPW

Contact: Mr. Randy Butler (580) 442-3015/4087

Common Levels Of Support (CLS)		
41	A	Provide fire control services for mission-essential areas
		This program provides services to control damage from wild land fires to bombing, gunnery, impact areas, training and maneuver areas, and critical infrastructure. See F3 for facilities assigned to the tenant.
	B	Provide erosion control services for training, range, maneuver areas and critical infrastructure
		This program provides services to control erosion IAW Installation ITAM Plan and other applicable environmental documents. See F3 for facilities assigned to the tenant.
	C	Provide fire control services for other areas
		This program provides services to control damage from wild land fires to forest areas, agriculture, and grazing. See F3 for facilities assigned to the tenant.
	D	Provide maintenance of wetlands used for the retention and treatment of storm water or wastewater
		This program provides maintenance of wetlands used for the retention and treatment of storm water or wastewater. See F3 for facilities assigned to the tenant.
		Funded Program: # 131079D2

C5 COMMON USE FACILITY CONSTRUCTION, OPERATIONS, MAINTENANCE & REPAIR

Service Category: Facilities Engineering Services Management

FY12 CLS # 400

Proponent: DPW

Contact: Mr. Randy Butler (580) 442-3015/4087

Common Levels Of Support (CLS)		
400	A	Provide Work Planning and Programming Services
		Development of broad strategies and objectives to meet the organization's mission. Translating strategies and goals into concrete actions and alternatives. Provides overall management of Public Works services and advisory services to the Garrison Commander and tenant units. Work planning and prioritization, programs integration, project acquisition strategy, project prioritization system. See F3 for facilities assigned to the tenant.
	B	Provide Work Management
		Provides work management and execution using good work management practices to control and accomplish in-house or contract RP maintenance mission; funds are allocated. See F1, F2, and F3 for facilities assigned to the tenant.
	C	Provide Engineer Support Services
		This program provides overall management of DPW services and advisory services to the Garrison Commander. This program includes personnel administration, labor relations, goals and objectives, customer relations, community relations. This program also includes business management activities, e.g., development of metrics, collecting and collating data from multiple sources, performing analysis, and generating reports for ALL DPW functions (a31 - a63). Provides upward reporting and information for data-calls.
		Funded Program: # 131079A1,A2,S4

C5 COMMON USE FACILITY CONSTRUCTION, OPERATIONS, MAINTENANCE & REPAIR

Service Category: Maintenance – Improved Grounds

FY12 CLS # 404

Proponent: DPW

Contact: Mr. Randy Butler (580) 442-3015/4087

Common Levels Of Support (CLS)		
404	A	Provide grass cutting and trimming services
		This program provides grass cutting & trimming services IAW Grounds Maintenance Plan. Areas to be mowed include common areas, representational areas, training areas, Reserve Center Enclaves, UPH billeting areas, & all other improved, grass-covered areas which are not otherwise maintained through reimbursable funding. Grass cutting & trimming will not be performed more frequently than required by the geographic & climatologic conditions of the installation. See F3 for facilities assigned to the tenant.
	B	Provide tree pruning and brush/shrub trimming services
		This program provides tree pruning & brush/shrub trimming ser. IAW physical security & safety guidelines. Pruning & trimming necessary to maintain the neat & orderly appearance of the installation may be performed if funding levels permit. See F3 for facilities assigned to the tenant.
	C	Provide grounds repair services
		This program provides grounds repair services for damaged/disturbed areas to return areas to pre-damaged conditions & to meet safety & environmental req. See F3 for facilities assigned to the tenant. See F3 for facilities assigned to the tenant.
	D	Provide debris removal services
		This program provides debris removal services. See F3 for facilities assigned to the tenant.
	E	Provide landscaping maintenance services
		This program provides services to maintain healthy, visually pleasing, & functional plant material. Program IAW Installation Design Guide &/or Installation Landscaping Plan, & applicable environmental laws & reg. Frequency of landscaping maintenance services will not exceed that necessary to maintain a neat & orderly appearance of the installation. See F3 for facilities assigned to the tenant.
	F	Provide removal services for grass clippings and leaves
		This program provides removal services for grass clippings & leaves. See F3 for facilities assigned to the tenant.
	G	Provide periodic lawn treatment services
		This program provides cyclic services to maintain & improve est. turf areas. See F3 for facilities assigned to the tenant.
	H	Provide tree removal services
		This program provides tree removal services. See F3 for facilities assigned to the tenant.
		Funded Program: # 131079D1

C5 COMMON USE FACILITY CONSTRUCTION, OPERATIONS, MAINTENANCE & REPAIR

Service Category: Snow, Ice and Sand Removal

FY12 CLS #408

Proponent: DPW

Contact: Mr. Randy Butler (580) 442-3015/4087

Common Levels Of Support (CLS)		
408	A	Plan & Execute Snow, Ice, and Sand Removal Program
		This program provides the core technical expertise to implement an in-house & contract snow & sand removal program. Funding Limitations require use of a Severe Weather Operations Plan (SWOP) that outlines priority of service & limitations.
	B	Clear Primary Roads and Provide Critical Building Access
		This program provides for the clearing of snow, sleet, ice, sand, etc. from designated primary roads.
	C	Clear Airfields
		This program provides for the clearing of snow, sleet, ice, sand, etc. from airfields.
	D	Clear Railroads
		This program provides for the clearing of snow, sleet, ice, sand, etc. from railroads.
	E	Clear Primary Parking Lots
		This program provides for the clearing of snow, sleet, ice, sand, etc. from primary parking lots. See F3 for responsibilities of tenant units.
	F	Clear Secondary Roads
		This program provides for the clearing of snow, sleet, ice, sand, etc. from secondary roads.
	G	Clear Secondary Parking Lots
		This program provides for the clearing of snow, sleet, ice, sand, etc. from secondary parking lots. See F3 for responsibilities of tenant units.
	H	Clear Service Roads
		This program provides for the clearing of snow, sleet, ice, sand, etc. from service roads.
	I	Not used
	J	Provide Other Removal Tasks
		This program provides for other removal tasks necessary to increase access, and safety to and around installation facilities.
	K	Clear Sidewalks
		This program provides for the clearing of snow, sleet, ice, sand, etc. from sidewalks.
		Funded Program: # 131079V0

C5 COMMON USE FACILITY CONSTRUCTION, OPERATIONS, MAINTENANCE & REPAIR

Service Category: Facilities and Maintenance-Training and Ops

FY12 CLS # 411

Proponent: DPW

Contact: Mr. Randy Butler (580) 442-3015/4087

Common Levels Of Support (CLS)		
411	A	Service Order and Preventive / Recurring Maintenance
		Provides maintenance and repair activities necessary to keep an inventory of facilities in good working order. Includes regularly scheduled and unscheduled maintenance and minor repairs. See F3 for facilities assigned to the tenant. Also see E3.
	B	Facility Sustainment Projects
		Maintenance and repair projects necessary to keep an inventory of facilities in good working order. Includes repairs or replacement of facility components, accomplished by Individual Job order, that are expected to occur periodically throughout the life cycle of facilities. See F3 for facilities assigned to the tenant. Also see E3.
	C	Restoration and Modernization Projects
		Provides resources for improving facilities. Restoration includes repair and replacement work to restore facilities damaged by inadequate sustainment, excessive age, natural disaster, fire, accident, or other causes. Modernization includes alteration of facilities solely to implement new or higher standards, to accommodate new functions, or to replace building components that typically last more than 50 years. See F3 for facilities assigned to the tenant. Also see E3.
		Funded Program: # 132076F1,G1,L1,L7,N1,N2,L5, & 2078A1-A3,B1,D1, E1- 2 F0, G1,G4,W1-6, R1-2, S1-2

C5 COMMON USE FACILITY CONSTRUCTION, OPERATIONS, MAINTENANCE & REPAIR

Service Category: Utilities, Dams, and Other

FY12 CLS # 419

Proponent: DPW

Contact: Mr. Randy Butler (580) 442-3015/4087

Common Levels Of Support (CLS)		
419	A	Service Order and Preventive / Recurring Maintenance
		Provides maintenance and repair activities necessary to keep an inventory of facilities in good working order. Includes regularly scheduled and unscheduled maintenance and minor repairs. See F3 for facilities assigned to the tenant.
	B	Facility Sustainment Projects
		Maintenance and repair projects necessary to keep an inventory of facilities in good working order. Includes repairs or replacement of facility components, accomplished by Individual Job order, that are expected to occur periodically throughout the life cycle of facilities. See F3 for facilities assigned to the tenant.
	C	Restoration and Modernization Projects
		Provides resources for improving facilities. Restoration includes repair and replacement work to restore facilities damaged by inadequate sustainment, excessive age, natural disaster, fire, accident, or other causes. Modernization includes alteration of facilities solely to implement new or higher standards, to accommodate new functions, or to replace facilities that typically last more than 50 years. See F3 for facilities assigned to the tenant.
		Funded Program: # 132076L5,L1,L7,N2,N1,42,

C5 COMMON USE FACILITY CONSTRUCTION, OPERATIONS, MAINTENANCE & REPAIR

Service Category: Maintenance-Surfaced and Unsurfaced Areas

FY12 CLS # 420

Proponent: DPW

Contact: Mr. Randy Butler (580) 442-3015/4087

Common Levels Of Support (CLS)		
420	A	Service Order and Preventive / Recurring Maintenance
		Provides maintenance and repair activities necessary to keep an inventory of facilities in good working order. Includes regularly scheduled and unscheduled maintenance and minor repairs. See F3 for facilities assigned to the tenant.
	B	Facility Sustainment Projects
		Maintenance and repair projects necessary to keep an inventory of facilities in good working order. Includes repairs or replacement of facility components, accomplished Project Work Order, that are expected to occur periodically throughout the life cycle of facilities. See F3 for facilities assigned to the tenant.
	C	Restoration and Modernization Projects
		Provides resources for improving facilities. Restoration includes repair and replacement work to restore facilities damaged by inadequate sustainment, excessive age, natural disaster, fire, accident, or other causes. Modernization includes alteration of facilities solely to implement new or higher standards, to accommodate new functions, or to replace facilities that typically last more than 50 years. See F3 for facilities assigned to the tenant. Also see E3
		Funded Program: # 132076L1,L7,L5,N1,N1,43, 13207811,12,20,40

C7 COMMUNITY RELATIONS

Service Category: Sports, Recreation and Libraries

FY12 CLS # 253

Proponent: DFMWR

Contact: (580) 442-3081/2025

Common Levels Of Support (CLS)		
253	A	Provide Physical Fitness Facilities
		See M4
	B	Provide Intramural Sports/Outdoor Facility Maintenance
		See M4
	C	Provide Aquatics Training
		See M4
	D	Provide Library/Information Services
		See M4
	E	Provide Community/Recreation Programs
		This program provides community recreation facilities, program personnel and leisure activities among authorized patrons. Also see M4.
	F	Provide Outdoor Recreation Program
		See M4
	G	Provide recreation programs that address special regional considerations (remote/isolated or Oconus)
		See M4
	H	Provide Automotive Skills Program
		See M4
	I	Not used
	J	Provide Recreational Swim Program
		See M4
	K	Provide Arts and Crafts Program
		See M4
	L	Provide Leisure Ticketing Services
		See M4
	M	Provide Music and Theater Program
		See M4
		Funded Program: # 1310301

C8 COMMUNITY SERVICES

Service Category: Army Community Services

FY12 CLS # 251

Proponent: DFMWR

Contact: Army Community Service Director, (580) 442-6962/4916

Common Levels Of Support (CLS)		
251	A	Community Information Services
		Support and enhance all Army Community Service programs by expanding their resource base through promoting and utilizing available tools and resources.
	B	Personal and Family Life Readiness (Exceptional Family Member Program/family advocacy program/sexual assault response/victim advocate)
		Prevention and intervention programs and services for a wide range of support from individual life situations.
	C	Mobilization and Deployment (includes Army OneSource)
		Programs and support activities designed to assist leaders, Soldiers, their Families and Department of Army Civilians who deploy and their families to successfully manage the challenges of mobilization and deployments before, during, and after they are mobilized regardless of their geographic location. See Appendix G DPTMS
	D	Transition Support Services (Financial, Employment, and Relocation Readiness)
		Assistance to include timely and effective transition support programs and services to include building personal and/or Family financial readiness.
	E	Support for Wounded and Fallen (Soldier and Family Assistance Center, survivor outreach services)
		Long term specialized support for wounded and fallen Soldiers and their Families.
	F	Volunteer Programs (Army Family Action Plan, Army Family Team Building, Army volunteer corps coordinator)
		Programs to promote and sustain Army volunteerism and Army volunteers.
		Funded Program: # 1310181

C8 COMMUNITY SERVICES

Service Category: Child and Youth

FY12 CLS # 252

Proponent: DFMWR

Contact: Child, Youth, and School Services Coordinator (580) 442-5197/4932

Common Levels Of Support (CLS)

252	A	Child, Youth & School Services
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		<p>Deliver Child and Youth Services for eligible children to reduce the conflict between parental responsibilities and mission requirements. Services delivered using integrated Child and Youth System based on a "child and youth space" as a unit of service and associated funding. Note: The process of managing by Child and Youth spaces gives the Army clear choices for delivering garrison services at acceptable levels. This process, jointly developed by DoD and the Military Departments, is designed to provide flexibility within metric parameters and is understood by Congress and by Program Objective Memorandum (POM) Program Evaluation Groups (PEGs) to be a common level of service. The direct costs required to operate Child and Youth Systems, consistently and predictably across IMA garrisons, are embedded in a Child and Youth space. Availability, Affordability and Quality metrics determine the allocation of the spaces and the required associated funding. When funding or demand for services expands or declines, the number of Child and Youth spaces is adjusted accordingly.</p>
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	Funded Program: # 1310172	
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C9 CUSTODIAL SERVICES

Service Category: Custodial Services

FY12 CLS # 402

Proponent: DPW

Contact: Mr. Randy Butler (580) 442-3015/4087

Common Levels Of Support (CLS)

402	A	Provide Basic Cleaning Services
		This program provides basic cleaning services to installation facilities based on the service's frequency chart. At Fort Sill, custodial services for administrative/common areas are trash removal one time per week and latrines are cleaned two times a week. Increased custodial services for high traffic high visibility administrative/common areas must be approved by the Garrison Commander.
	B	Provide Enhanced Cleaning Services
		This program provides enhanced service to installation facilities based on the service's frequency chart. At Fort Sill, enhanced services (floor maintenance, trash removal, dusting, etc., spray-buff vinyl floor tile once every 2 weeks) are on a reimbursable basis. Custodial services for administrative/common areas are cleaned one time per week and latrines are cleaned 5 times a week.
		Funded Program :# 131079E0

D1 DISASTER PREPAREDNESS

Service Category: Emergency Management

FY12 CLS # 604

Proponent: DPTMS

Contact: DPTMS Force Protection 580-442-2532

Common Levels Of Support (CLS)		
604	A	Maintain Installation CBRNE/EM Capability
		This SSP ensures the protection of installations by coordinating & integrating all activities necessary to develop, implement, execute, & sustain the Installation's capability to prepare for, prevent, mitigate the potential effects of, respond to, & recover from emergencies resulting from natural hazards, technological hazards, and acts of terrorism, to include CBRNE events. This SSP implements National Incident Management System (NIMS) guidance, including National Response Framework (NRF), in the development & execution of an Emergency Management Program within an installation. This SSP provides for the coordination of installation planning & execution with supporting/supported commanders as well as Federal, State, Tribal, Local, Non-Governmental, Private, and Host Nation agencies. The SSP provides for evacuation and safe haven management and execution, to include saving lives and preventing the suffering of displaced personnel during and after an emergency. This SSP provides for the development & execution of an Installation EM Working Group (EMWG), participation in partner working groups, readiness/status reporting, and programming/budgeting functions. Subject to funding limitations.
	B	Perform Continuous CBRNE/EM Risk Management
		This SSP enables the ability to provide the Commander with Comprehensive Risk Management recommendations to mitigate vulnerabilities or accept quantified risk. The assessments and resulting Risk Management recommendations provide Commanders with the ability to manage risk to protect all personnel & tenant commands, including structures and facilities. This SSP implements National Incident Management System (NIMS) guidance in the development of a risk-based approach to Emergency Management. This Risk Management process serves as the foundation for an Installation's capability to prepare for, prevent, mitigate the potential effects of, respond to, & recover from emergencies resulting from natural hazards, technological hazards, and acts of terrorism, to include CBRNE events. Subject to funding limitations.
	C	Maintain Executable CBRNE/EM Plan (All-Hazards)
		This SSP provides for the development of deliberate & incident planning to prepare for, prevent, mitigate the potential effects of, respond to, & recover from emergencies resulting from natural hazards, technological hazards, and acts of terrorism, to include CBRNE events, in order to enhance CBRNE/EM capability. The CBRNE/EM program plan addresses identified threats/vulnerabilities to the Installation. This SSP implements National Incident Management System (NIMS) guidance in the development of a comprehensive, overarching Emergency Management Plan consisting of a cover instruction, basic plan, support annexes, functional area annexes, hazard-specific appendices, & general appendices. Planning supports execution of JP3-41 CBRNE Consequence Management. Subject to funding limitations.
	D	Conduct CBRNE/EM Training & Exercises
		This SSP provides for the development, management, execution, & evaluation of training (garrison & individual) and exercises (full scale, functional, tabletop) to support the assessment of Emergency Management Plans at the Installation level. This SSP implements National Incident Management System (NIMS) guidance in the training & exercise process to support the execution of a comprehensive, overarching Emergency Management Plan. This SSP provides for garrison Awareness-level, Operations level, and Technician-level training at Installations as required by regulatory guidance. This SSP provides for the ability to exercise preparedness, prevention, mitigation, response, and recovery phase operations for emergencies resulting from natural hazards, technological hazards, and acts of terrorism, to include CBRNE events. Training supports execution of JP3-41 CBRNE Consequence Management. Subject to funding limitations.
		Funded Program:

D1 DISASTER PREPAREDNESS

Service Category: Command and Control

FY12 CLS # 902

Proponent: DPTMS

Contact: DPTMS Force Protection 580-442-2532

Common Levels Of Support (CLS)		
902	A	Current Operations
		Coordinate and synchronize day to day and future operations for the garrison while maintaining situational awareness across the entire installation and area of responsibility. Provides technical expertise and leadership to ensure quality, timely and accurate collection and reporting to higher, adjacent and subordinate headquarters using classified and unclassified systems. Receive, analyze, recommend and disseminate timely and appropriate resources to internal and external requests for manpower, equipment and or services. Provide, operate, and maintain primary and redundant unclassified & classified communication systems. Also see C4-CLS #902
	B	Disaster Preparedness & Crisis Response
		Provide Preemptive measures to protect health and safety, restore essential government services, and provide emergency relief to government, businesses and individuals affected by the consequences of all-hazards emergencies and acts of terrorism, both man-made and natural.
	C	Installation Operations Center
		This SSP ensures the installation maintains 24/7 capability as required (defined as scalable through telecommunications and physical presence) for situational awareness (SA) and Common Operating Picture (COP) of critical information and events, allowing the Senior Commander and the Garrison Cdr to make informed and timely decisions, and provides an expandable base of operations to execute the Anti-Terrorism/Force Protection and All Hazards Response Plan Contingency Operations (real world or exercise) and ARFORGEN. Plan, coordinate, resource, support, and Execute support to real world events and directed exercises (internally and externally) and ARFORGEN IAW commander's guidance, directives, regulations and OPLANS/CONPLANS and Exercise Directives. Also see C4-CLS #902
	D	Planning and Exercises
		Provides the technical expertise and leadership to synchronize and integrate garrison operations into support for CONPLANS, OPLANS, FUNCPLANS, SORs, OPORDs, and Stationing Actions. Plan, coordinate, resource, and develop support for directed exercises (internally and externally) and ARFORGEN IAW commander's guidance, directives, regulations and OPLANS/CONPLANS.
	E	Force Management
		See C4.
	F	Compliance Programs
		See C4.
Reimbursable		
		Funded Program:

E1 EDUCATION SERVICES

Service Category: Continuing Education Services

FY12 CLS # 803

Proponent: DHR

Contact: Mrs. Priscilla Sacks (580)442-2184

Common Levels Of Support (CLS)

803	A	Education Counseling
		A session appropriate in length and content to meet client needs as expressed during intake, validated during the counseling process, and resulting in a plan, referral, or recommendation.
	B	Post Secondary Education
		Facilitate Soldier access to post-secondary programs and classes.
	C	Functional Academic Skills Training (FAST)
		This program provides basic skills education and GT improvement.
	D	Education Testing
		This program provides academic, assessment, and certification testing.
		Funded Program: # 333732

E1 EDUCATION SERVICES

Service Category: Education Learning Centers and Army Personnel Testing (VOPR)

FY12 CLS # 803

Proponent: DHR

Contact: Mrs. Priscilla Sacks (580)442-2184

Common Levels Of Support (CLS)

803	A	Army Personnel Testing (APT)
		APT includes standardized tests to determine eligibility for specialized training and supports the Army's personnel retention, selection and classification process, including language proficiency testing.
	B	Multi-Use Learning Facility
		This program provides a customer centered learning environment with access to computers, internet, various learning resources and study areas.
		Funded Program:

E2 ENTOMOLOGY SERVICES

Service Category: Indoor Pest Management

FY12 CLS # 510

Proponent: DPW

Contact: Mr. Randy Butler (580) 442-3015/4087

Common Levels Of Support (CLS)		
510	A	Plan & Manage the Indoor Pest Management Program This program provides the approved plan and core expertise to implement an in-house & contract indoor pest management program in CONUS and overseas.
	B	Perform Scheduled Pest Management Services for Public Health & wood destroying pests This program provides periodic visits of facilities to inspect identify and eliminate the presence of existing or potential public health and wood destroying and nuisance pest problems.
	C	Respond to pest management service orders to support mission, public health & prevent property damage Provides response and completion of service orders to evaluate and correct pest problems that are a threat to mission, health, safety, and to prevent property damage.
		Funded Program: # 131079F1

E2 ENTOMOLOGY SERVICES

Service Category: Outdoor Pest Management

FY12 CLS # 511

Proponent: DPW

Contact: Mr. Randy Butler (580) 442-3015/4087

Common Levels Of Support (CLS)		
FY12 CLS # 511 Proponent: DPW Contact: Mr. Randy Butler (580) 442-3015/4087		
511	A	Plan & Manage the Outdoor Pest Management Program This program provides the approved plan and core expertise to implement an in-house and contracted outdoor pest management program.
	B	Perform Scheduled Pest Management Services for Outdoor Public Health, animal & plant pests This program provides periodic scheduled services to outdoor areas to inspect identify and treat existing or potential public health and mission support animal and plant pest problems as outlined in the Integrated Pest Management Plan (IPMP).
	C	Respond to Outdoor Public Health, Safety, & Mission Critical Animal & plant pest service orders Provides response and completion of service orders to evaluate and correct outdoor pest problems that are a threat to mission, health, safety, and the environment.
		Funded Program: # 131079F2

E3 ENVIRONMENTAL CLEANUP

Service Category: Facilities and Maintenance-Training and Ops

FY12 CLS # 411

Proponent: DPW

Contact: Mr. Randy Butler (580) 442-3015/4087

Common Levels Of Support (CLS)		
411	A	Service Order and Preventive / Recurring Maintenance
		See C5 and F3.
	B	Facility Sustainment Projects
		See C5 and F3.
	C	Restoration and Modernization Projects
		Provides resources for improving facilities. Restoration includes repair and replacement work to restore facilities damaged by inadequate sustainment, excessive age, natural disaster, fire, accident, or other causes. Modernization includes alteration of facilities solely to implement new or higher standards, to accommodate new functions, or to replace building components that typically last more than 50 years. Includes incidents caused by the tenant that result in an adverse environmental impact. Tenant restores the environment unless DPW agrees to do it on a reimbursable basis.
		Funded Program: # 132076 F1,G1,L1,L7, N1,N2,L5, 2078A1,A2-3, B1, D1, E1-2,F0,G1,G4,W1,W3-6,R1-2, S1-2

E3 ENVIRONMENTAL CLEANUP

Service Category: Facilities Maintenance – Medical/Hospital

FY12 CLS # 417

Proponent: DPW/MEDDAC

Contact: Mr. Randy Butler (580) 442-3015/4087

Common Levels Of Support (CLS)		
417	A	Service Order and Preventive / Recurring Maintenance
		See F3.
	B	Facility Sustainment Projects
		See F3.
	C	Restoration and Modernization Projects
		Provides resources for improving facilities. Restoration includes repair and replacement work to restore facilities damaged by inadequate sustainment, excessive age, natural disaster, fire, accident, or other causes. Modernization includes alteration of facilities solely to implement new or higher standards, to accommodate new functions, or to replace building components that typically last more than 50 years. Includes incidents caused by the tenant that result in an adverse environmental impact. Tenant restores the environment unless DPW agrees to do it on a reimbursable basis.
		Funded Program: # 132078U0

E3 ENVIRONMENTAL CLEANUP

Service Category: Utilities, Dams, and Other

FY12 CLS # 419

Proponent: DPW

Contact: Mr. Randy Butler (580) 442-3015/4087

Common Levels Of Support (CLS)		
419	A	Service Order and Preventive / Recurring Maintenance
		See C5 & F3.
	B	Facility Sustainment Projects
		See C5 & F3.
	C	Restoration and Modernization Projects
		Provides resources for improving facilities. Restoration includes repair and replacement work to restore facilities damaged by inadequate sustainment, excessive age, natural disaster, fire, accident, or other causes. Modernization includes alteration of facilities solely to implement new or higher standards, to accommodate new functions, or to replace facilities that typically last more than 50 years. Includes incidents caused by the tenant that result in an adverse environmental impact. Tenant restores the environment unless DPW agrees to do it on a reimbursable basis.
		Funded Program: # 132076L5,L1,L7,N2,N1,42,

E3 ENVIRONMENTAL CLEANUP

Service Category: Maintenance-Surfaced and Unsurfaced Areas

FY12 CLS # 420

Proponent: DPW

Contact: Mr. Randy Butler (580) 442-3015/4087

Common Levels Of Support (CLS)		
420	A	Service Order and Preventive / Recurring Maintenance
		See C5 & F3.
	B	Facility Sustainment Projects
		See C5 & F3.
	C	Restoration and Modernization Projects
		Provides resources for improving facilities. Restoration includes repair and replacement work to restore facilities damaged by inadequate sustainment, excessive age, natural disaster, fire, accident, or other causes. Modernization includes alteration of facilities solely to implement new or higher standards, to accommodate new functions, or to replace facilities that typically last more than 50 years. Includes incidents caused by the tenant that result in an adverse environmental impact. Tenant restores the environment unless DPW agrees to do it on a reimbursable basis.
		Funded Program: # 132076 L1,L7, L5, N1,N1,43, 13207811,12, 20,40

E4 ENVIRONMENTAL COMPLIANCE

Service Category: Compliance Programs

FY12 CLS # 505

Proponent: DPW

Contact: Mr. Randy Butler (580) 442-3015/4087

Common Levels Of Support (CLS)		
505	A	Advisory Services, Installation Planning, Project & Activity Review & impact assessment.
		This SSP provides for timely and accurate initial review of installation plans, projects and activities for potential impacts related to environmental laws, regulations, and FGS or Host Nation equivalents.
	B	Provide for Recurring Installation Environmental Permits or Host Nation/final governing standards (FGS) equivalent.
		This SSP allows the customer to accomplish their mission by successfully acquiring and maintaining the appropriate permits or Host Nation/FGS equivalent as defined by HQDA's Environmental Policies and Guidance.
	C	Provide Regulated Waste Management Services
		This SSP provides management & disposal services for hazardous waste & other waste that requires special handling, for customers as defined by Host Nation/FGS equivalent or HQDA's Environmental Policies and Guidance. At Fort Sill, the Tenant is included in the installation's hazardous waste (HW) disposal program. Provide advice & guidance on the proper storage, handling, transportation, & disposal of HW upon request.
	D	Provide Non-Permit Environmental Statutory Requirements Services
		This SSP provides technical oversight, developing management strategies, and preparing/updating or reviewing management plans for non-permit environmental statutory requirements for customers as defined by HQDA's Environmental Policies and Guidance or FGS/Host Nation equivalent.
	E	Support Overall Environmental Goals and Objectives, and Sustain Environmental Stewardship.
		The SSP provides the customer with increased awareness of installation environmental programs; the ability to incorporate best business practices and activities needed to support overall planning based assessments, requirements, and results of audits to enhance execution of the Environmental Programs beyond compliance; and training and educational activities including community outreach not required for compliance. The SSP also includes program management not required for compliance.
		Funded Program: # 13105617 /12 /13/14/ 15/18/19/21/22/31 /41 /51/60 /81/23/24/32/42/52/70/84/86/A1-2

E4 ENVIRONMENTAL COMPLIANCE

Service Category: Conservation Programs

FY12 CLS # 506

Proponent: DPW

Contact: Mr. Randy Butler (580) 442-3015/4087

Common Levels Of Support (CLS)		
506	A	Advisory Services and Project Review and Impact Assessment
		This SSP provides for timely and accurate initial review of required actions or tasks in accordance with cultural resources and natural resources laws, policy, guidance, and regulations, and FGS and host-nation equivalents.
	B	Conservation (Cultural and Natural Resources) Planning and Coordination
		This SSP provides required actions or tasks in accordance with cultural resources and natural resources laws, policy, guidance, and regulations, and FGS and host-nation equivalents.
	C	Endangered Species Act Implementation, Management, Oversight, and monitoring
		This SSP provides required actions or tasks in accordance with natural resources laws and regulations, specifically the Endangered Species Act, and FGS and host nation equivalents.
	D	Other Natural Resources Legal Requirement Implementation, Management, oversight & monitoring (other than ESA)
		This SSP provides required actions or tasks in accordance with natural resources laws and regulations, FGS, and host nation equivalents (for requirements not covered in SSP C).
	E	Cultural Resources Implementation, Management, Oversight, and Monitoring
		This SSP provides required actions or tasks in accordance with cultural resource laws and regulations, FGS, and host nation equivalents.
	F	Conservation (Cultural and Natural Resources) Stewardship
		This SSP promotes environmental awareness and provides enhanced quality of life for users through sustainable stewardship of cultural and natural resources.
		Funded Program: # 13105312/ 19/24/36/53/61/63

E4 ENVIRONMENTAL COMPLIANCE

Service Category: Pollution Prevention Programs

FY12 CLS # 507

Proponent: DPW

Contact: Mr. Randy Butler (580) 442-3015/4087

Common Levels Of Support (CLS)

507	A	Comply with Emergency Planning and Community Right to Know Act (EPCRA), final governing standards (FGS) to include reports & record keeping
		This SSP provides the customer with the ability to meet EPCRA and FGS compliance requirements.
	B	Provide Decision Making Tools (Plans, Studies and Surveys) to Reduce pollution & compliance burden and save resources.
		This SSP provides the customer with data and analysis about waste streams and resources to support program decision making.

Funded Program: # 131054/ 12 /17/18/20

F1 FACILITIES & REAL PROPERTY SUPPORT

Service Category: Facilities Engineering Services Management

FY12 CLS # 400

Proponent: DPW

Contact: Mr. Randy Butler (580) 442-3015/4087

Common Levels Of Support (CLS)

400	A	Provide Work Planning and Programming Services
		Development of broad strategies and objectives to meet the organization's mission. Translating strategies and goals into concrete actions and alternatives. Provides overall management of Public Works services and advisory services to the Garrison Commander and tenant units. Work planning and prioritization, programs integration, project acquisition strategy, project prioritization system.
	B	Provide Work Management
		Provides work management and execution using good work management practices to control and accomplish in-house or contract RP maintenance mission; funds are allocated.
	C	Provide Engineer Support Services
		This program provides overall management of DPW services and advisory services to the Garrison Commander. Personnel administration, labor relations, goals and objectives, customer relations, communications. This program also includes business management activities, e.g., development of metrics, collecting and collating data from multiple sources, performing analysis, and generating reports for ALL DPW functions (a31 - a63). Provides upward reporting and information for data-calls.
		Funded Program: # 131079A1, 131079A2, 131079S4

F1 FACILITIES & REAL PROPERTY SUPPORT

Service Category: Master Planning

FY12 CLS # 405

Proponent: DPW

Contact: Mr. Randy Butler (580) 442-3015/4087

Common Levels Of Support (CLS)

405	A	Establish Requirements for Installation Facilities and Infrastructure
		This program calculates facilities and infrastructure. Start with Force Structure. Identify where it is going. Determine allowances. Compare to existing assets. Develop programmable actions -- the "Requirement"
	B	Develop and Maintain Real Property master Plan
		These programs: -Establish the environmental baseline, basic framework and specific options for developing and managing real property on the installation IAW AR 210-20. -Include developing the installation overall plan for using and investing in real property to support installation missions and DA objectives IAW AR 210-20. This involves describing permanent comprehensive/holistic solutions, as well as short-term actions necessary to correct deficiencies and meet real property requirements.
	C	Conduct Real Property Planning Board
		This program: - Integrates real property master planning into the Army's budgetary and operational planning processes throughout the current Program Objective Memorandum (POM) period IAW with AR 210-20. These charts recommend master planning activities into the Army's resource management process. - Includes facilitating and presenting at Master Planning Board meetings IAW AR 210-20.
	D	Provide Major Construction Programming Services
		This program includes the analysis, preparation, and submission of major construction projects IAW AR 210-20, AR 415-15, AR 420-10, and other applicable regulations.
	E	Provide Maximum Utilization of Facilities Services
		This program includes analyzing capabilities to support mobilization, deployment, and stationing actions.
		Funded Program: # 131079B0

F1 FACILITIES & REAL PROPERTY SUPPORT

Service Category: Real Estate/Real Property Administration

FY12 CLS # 406

Proponent: DPW

Contact: Mr. Randy Butler (580) 442-3015/4087

Common Levels Of Support (CLS)

406	A	Provide Accountability Services
		This program documents real property assets in compliance with CFO Act, DoDI 4165.14, 10 USC 2721, and other federal, state, and local, and laws. Provides status, cost, area, capacity, condition, use, and management of real property.
	B	Provide Customer Support and Staffing Actions
		This program researches, gathers, and analyzes real property information, prepares pertinent documents, and makes recommendations in response to statutory requirements.
	C	Grant use of Army Real Property
		This program manages the process of granting termed use of Army property to other entities.
	D	Dispose Real Estate, Facilities, and Real Estate Interests
		This program involves the documentation, coordination, and process associated with disposal actions of real estate, facilities, and real estate interests IAW federal, state, and local law.
	E	Acquire Real Estate, Facilities, and Real Estate Interests
		This program involves the documentation, coordination, and process associated with acquisitions of real estate, facilities, and real estate interests IAW federal, state, and local law.
		Funded Program: # 131079C0

F2 FACILITY CONSTRUCTION & MAJOR REPAIR

Service Category: Facilities Engineering Services Management

FY12 CLS # 400

Proponent: DPW

Contact: Mr. Randy Butler (580) 442-3015/4087

Common Levels Of Support (CLS)

400	A	Provide Work Planning and Programming Services
		Development of broad strategies and objectives to meet the organization's mission. Translating strategies and goals into concrete actions and alternatives. Provides overall management of Public Works services and advisory services to the Garrison Commander and tenant units. Work planning and prioritization, programs integration, project acquisition strategy, project prioritization system.
	B	Provide Work Management
		Provides work management and execution using good work management practices to control and accomplish in-house or contract RP maintenance mission; funds are allocated.
	C	Provide Engineer Support Services
		This program provides overall management of DPW services and advisory services to the Garrison Commander. Includes financial administration, labor relations, goals and objectives, customer relations, community relations. This program also includes business management activities, e.g., development of metrics, collecting and collating data from multiple sources, performing analysis, and generating reports for ALL DPW functions (a31 - a63). Provides upward reporting and information for data-calls.
		Funded Program: # 131079A1, A2,S4

F2 FACILITY CONSTRUCTION & MAJOR REPAIR

Service Category: Master Planning

FY12 CLS # 405

Proponent: DPW

Contact: Mr. Randy Butler (580) 442-3015/4087

Common Levels Of Support (CLS)

405	A	Establish Requirements for Installation Facilities and Infrastructure
		This program calculates facilities and infrastructure. Start with Force Structure. Identify where it is going. Determine allowances. Compare to existing assets. Develop programmable actions -- the "Requirement"
	B	Develop and Maintain Real Property master Plan
		These programs: -Establish the environmental baseline, basic framework and specific options for developing and managing real property on the installation IAW AR 210-20. -Include developing the installation overall plan for using and investing in real property to support installation missions and DA objectives IAW AR 210-20. This involves describing permanent comprehensive/holistic solutions, as well as short-term actions necessary to correct deficiencies and meet real property requirements.
	C	Conduct Real Property Planning Board
		This program: - Integrates real property master planning into the Army's budgetary and operational planning processes throughout the current Program Objective Memorandum (POM) period IAW with AR 210-20. These charts recommend master planning activities into the Army's resource management process. - Includes facilitating and presenting at Master Planning Board meetings IAW AR 210-20.
	D	Provide Major Construction Programming Services
		This program includes the analysis, preparation, and submission of major construction projects IAW AR 210-20, AR 415-15, AR 420-10, and other applicable regulations.
	E	Provide Maximum Utilization of Facilities Services
		This program includes analyzing capabilities to support mobilization, deployment, and stationing actions.
		Funded Program: # 131079B0

F2 FACILITY CONSTRUCTION & MAJOR REPAIR

Service Category: Real Estate/Real Property Administration

FY12 CLS # 406

Proponent: DPW

Contact: Mr. Randy Butler (580) 442-3015/4087

Common Levels Of Support (CLS)

406	A	Provide Accountability Services
		This program documents real property assets in compliance with CFO Act, DoDI 4165.14, 10 USC 2721, and other federal, state, and local, and laws. Provides status, cost, area, capacity, condition, use, and management of real property.
	B	Provide Customer Support and Staffing Actions
		This program researches, gathers, and analyzes real property information, prepares pertinent documents, and makes recommendations in response to statutory requirements.
	C	Grant use of Army Real Property
		This program manages the process of granting termed use of Army property to other entities.
	D	Dispose Real Estate, Facilities, and Real Estate Interests
		This program involves the documentation, coordination, and process associated with disposal actions of real estate, facilities, and real estate interests IAW federal, state, and local law.
	E	Acquire Real Estate, Facilities, and Real Estate Interests
		This program involves the documentation, coordination, and process associated with acquisitions of real estate, facilities, and real estate interests IAW federal, state, and local law.
		Funded Program: # 131079C0

F3 FACILITY MAINTENANCE & MINOR REPAIR

Service Category: Maintenance – Unimproved Grounds

FY12 CLS #: 41

Proponent: DPW

Contact: Mr. Randy Butler (580) 442-3015/4087

Common Levels Of Support (CLS)		
41	A	Provide fire control services for mission-essential areas
		This program provides services to control damage from wild land fires to bombing, gunnery, impact areas, training and maneuver areas, and critical infrastructure. Includes areas assigned to the tenant. See C5 for common use areas.
	B	Provide erosion control services for training, range, maneuver areas, and critical infrastructure
		This program provides services to control erosion IAW Installation Natural Resources Management Plan and other applicable environmental documents. Includes areas assigned to the tenant. See C5 for common use areas.
	C	Provide fire control services for other areas
		This program provides services to control damage from wild land fires to forest areas, agriculture, and grazing. Includes areas assigned to the tenant. See C5 for common use areas.
	D	Provide maintenance of wetlands used for the retention and treatment of storm water or wastewater
		This program provides maintenance of wetlands used for the retention and treatment of storm water or wastewater. Includes areas assigned to the tenant. See C5 for common use areas.
		Funded Program: # 131079D2

F3 FACILITY MAINTENANCE & MINOR REPAIR

Service Category: Facilities Engineering Services Management

FY12 CLS # 400

Proponent: DPW

Contact: Mr. Randy Butler (580) 442-3015/4087

Common Levels Of Support (CLS)		
400	A	Provide Work Planning and Programming Services
		Development of broad strategies and objectives to meet the organization's mission. Translating strategies and goals into concrete actions and alternatives. Provides overall management of Public Works services and advisory services to the Garrison Commander and tenant units. Work planning and prioritization, programs integration, project acquisition strategy, project prioritization system. Includes facilities assigned to the tenant. See C5 for common use facilities. Also see E3.
	B	Provide Work Management
		Provides work management and execution using good work management practices to control and accomplish in-house or contract RP maintenance mission; funds are allocated. Includes facilities assigned to the tenant. See C5 for common use facilities. Also see E3.
	C	Provide Engineer Support Services
		This program provides overall management of DPW services and advisory services to the Garrison Commander. Includes personnel administration, labor relations, goals and objectives, customer relations, communications. This program also includes business management activities, e.g., development of policies, collecting and collating data from multiple sources, performing analysis, and generating reports for ALL DPW functions (a31 - a63). Provides upward reporting and information for data-calls. Includes facilities assigned to the tenant. See C5 for common use facilities. Also see E3.
		Funded Program: # 131079A1,A2,S4

F3 FACILITY MAINTENANCE & MINOR REPAIR

Service Category: Maintenance – Improved Grounds

FY12 CLS # 404

Proponent: DPW

Contact: Mr. Randy Butler (580) 442-3015/4087

Common Levels Of Support (CLS)	
404	<p>A Provide grass cutting and trimming services</p> <p>This program provides grass cutting and trimming services IAW Grounds Maintenance Plan. Areas to be mowed include common areas, representational areas, training areas, Reserve Center Enclaves, UPH billeting areas, and all other improved, grass-covered areas which are not otherwise maintained through reimbursable funding. Grass cutting and trimming will not be performed more frequently than required by the geographic and climatologic conditions of the installation. On Fort Sill, occupants of bldgs will cut the grass within 75 feet of their bldgs. If requested by the tenant, DPW will cut that grass on a reimbursable basis. See C5 for common use areas.</p>
	<p>B Provide tree pruning and brush/shrub trimming services</p> <p>This program provides tree pruning and brush/shrub trimming services IAW physical security and safety guidelines. Pruning and trimming necessary to maintain the neat and orderly appearance of the installation may be performed if funding levels permit. This program provides cyclic services to maintain and improve established turf areas. On Fort Sill, tenants are responsible for areas within 75 feet of their buildings unless DPW has agreed to provide service on a reimbursable basis. See C5 for common use areas.</p>
	<p>C Provide grounds repair services</p> <p>This program provides grounds repair services for damaged/disturbed areas to return areas to pre-damaged conditions and to meet safety and environmental requirements. This program provides cyclic services to maintain and improve established turf areas. On Fort Sill, tenants are responsible for areas within 75 feet of their buildings unless DPW has agreed to provide service on a reimbursable basis. See C5 for common use areas.</p>
	<p>D Provide debris removal services</p> <p>This program provides debris removal services. On Fort Sill if items are too large or too heavy for dumpsters, tenants are responsible for transporting them to the rubble pit on the East Range unless DPW has agreed to provide the service on a reimbursable basis. See C5 for common use areas.</p>
	<p>E Provide landscaping maintenance services</p> <p>This program provides services to maintain healthy, visually pleasing, and functional plant material. Program IAW Installation Design Guide and/or Installation Landscaping Plan, and applicable environmental laws and regulations. Frequency of landscaping maintenance services will not exceed that necessary to maintain a neat and orderly appearance of the installation. This program provides cyclic services to maintain and improve established turf areas. On Fort Sill, tenants are responsible for areas within 75 feet of their buildings unless DPW has agreed to provide service on a reimbursable basis. See C5 for common use areas.</p>
	<p>F Provide removal services for grass clippings and leaves</p> <p>This program provides removal services for grass clippings and leaves. On Fort Sill if items are too large or too heavy for dumpsters, tenants are responsible for transporting them to the rubble pit on the East Range unless DPW has agreed to provide the service on a reimbursable basis. See C5 for common use areas.</p>
	<p>G Provide periodic lawn treatment services</p> <p>This program provides cyclic services to maintain and improve established turf areas. On Fort Sill, tenants are responsible for areas within 75 feet of their buildings unless DPW has agreed to provide service on a reimbursable basis. See C5 for common use areas.</p>
	<p>H Provide tree removal services</p>

		This program provides tree removal services. On Fort Sill if items are too large or too heavy for dumpsters, tenants are responsible for transporting them to the rubble pit on the East Range unless DPW has agreed to provide the service on a reimbursable basis. See C5 for common use areas.
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	Funded Program: # 131079D1	
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F3 FACILITY MAINTENANCE & MINOR REPAIR

Service Category: Snow, Ice and Sand Removal

FY12 CLS #408

Proponent: DPW

Contact: Mr. Randy Butler (580) 442-3015/4087

Common Levels Of Support (CLS)		
408	A	Plan & Execute Snow, Ice, and Sand Removal Program
		See C5.
	B	Clear Primary Roads and Provide Critical Building Access
		See C5.
	C	Clear Airfields
		See C5.
	D	Clear Railroads
		See C5.
	E	Clear Primary Parking Lots
		This program provides for the clearing of snow, sleet, ice, sand, etc. from primary parking lots. See F3 for responsibilities of tenant units by the Garrison IAW the priorities and limitations defined in the Fort Sill Severe Weather Operations Plan (SWOP). Tenant units are responsible for clearing their parking areas unless those areas have been included as priorities in the SWOP. See C5 for common use areas.
	F	Clear Secondary Roads
		See C5.
	G	Clear Secondary Parking Lots
		This program provides for the clearing of snow, sleet, ice, sand, etc. from secondary parking lots. See F3 for responsibilities of tenant units by the Garrison IAW the priorities and limitations defined in the Fort Sill Severe Weather Operations Plan (SWOP). Tenant units are responsible for clearing their parking areas unless those areas have been included as priorities in the SWOP. See C5 for common use areas.
	H	Clear Service Roads
		See C5.
	I	Not used
	J	Provide Other Removal Tasks
		See C5.
	K	Clear Sidewalks
		This program provides for the clearing of snow, sleet, ice, sand, etc. from sidewalks by the Garrison IAW the priorities and limitations defined in the Fort Sill Severe Weather Operations Plan (SWOP). Tenant units are responsible for clearing their sidewalks unless those areas have been included as priorities in the SWOP. See C5 for common use areas.
		Funded Program: # 131079V0

F3 FACILITY MAINTENANCE & MINOR REPAIR

Service Category: Facilities and Maintenance-Training and Ops

FY12 CLS # 411

Proponent: DPW

Contact: Mr. Randy Butler (580) 442-3015/4087

Common Levels Of Support (CLS)

411	A	Service Order and Preventive / Recurring Maintenance
		Provides maintenance and repair activities necessary to keep an inventory of facilities in good working order. Includes regularly scheduled and unscheduled maintenance and minor repairs. Includes facilities assigned to the tenant. See C5 for common use facilities.
	B	Facility Sustainment Projects
		Maintenance and repair projects necessary to keep an inventory of facilities in good working order. Includes repairs or replacement of facility components, accomplished by Individual Job order, that are expected to occur periodically throughout the life cycle of facilities. Includes facilities assigned to the tenant. See C5 for common use facilities.
	C	Restoration and Modernization Projects
		Provides resources for improving facilities. Restoration includes repair and replacement work to restore facilities damaged by inadequate sustainment, excessive age, natural disaster, fire, accident, or other causes. Modernization includes alteration of facilities solely to implement new or higher standards, to accommodate new functions, or to replace building components that typically last more than 50 years. Also see E3
		Funded Program: # 132076 F1,G1, L1,L7, N1-2,L5, 2078A1,A2-3,B1,D1, E1-2, F0,G1, G4,W1,W3-6,R1-2,S1-2

F3 FACILITY MAINTENANCE & MINOR REPAIR

Service Category: Facilities Maintenance – Medical/Hospital

FY12 CLS # 417

Proponent: DPW DPW/MEDDAC

Contact: Mr. Randy Butler (580) 442-3015/4087

Common Levels Of Support (CLS)		
417	A	Service Order and Preventive / Recurring Maintenance
		Provides maintenance and repair activities necessary to keep an inventory of facilities in good working order. Includes regularly scheduled and unscheduled maintenance and minor repairs. Includes facilities assigned to MEDDAC/DENTAC/Veterinary Service. See C5 for common use facilities. Also see E3.
	B	Facility Sustainment Projects
		Maintenance and repair projects necessary to keep an inventory of facilities in good working order. Includes repairs or replacement of facility components, accomplished by individual job order, that are expected to occur periodically throughout the life cycle of facilities. Includes facilities assigned to MEDDAC/DENTAC/Veterinary Service. See C5 for common use facilities. Also see E3.
	C	Restoration and Modernization Projects
		Provides resources for improving facilities. Restoration includes repair and replacement work to restore facilities damaged by inadequate sustainment, excessive age, natural disaster, fire, accident, or other causes. Modernization includes alteration of facilities solely to implement new or higher standards, to accommodate new functions, or to replace building components that typically last more than 50 years. Includes facilities assigned to MEDDAC/DENTAC/Veterinary Service. See C5 for common use facilities. Also see E3.
		Funded Program: # 132078U0

F3 FACILITY MAINTENANCE & MINOR REPAIR

Service Category: Utilities, Dams, and Other

FY12 CLS # 419

Proponent: DPW

Contact: Mr. Randy Butler (580) 442-3015/4087

Common Levels Of Support (CLS)		
419	A	Service Order and Preventive / Recurring Maintenance
		Provides maintenance and repair activities necessary to keep an inventory of facilities in good working order. Includes regularly scheduled and unscheduled maintenance and minor repairs. Includes facilities assigned to the tenant. See C5 for common use facilities. Also see E3.
	B	Facility Sustainment Projects
		Maintenance and repair projects necessary to keep an inventory of facilities in good working order. Includes repairs or replacement of facility components, accomplished by Individual Job order, that are expected to occur periodically throughout the life cycle of facilities. Includes facilities assigned to the tenant. See C5 for common use facilities. Also see E3.
	C	Restoration and Modernization Projects
		Provides resources for improving facilities. Restoration includes repair and replacement work to restore facilities damaged by inadequate sustainment, excessive age, natural disaster, fire, accident, or other causes. Modernization includes alteration of facilities solely to implement new or higher standards, to accommodate new functions, or to replace facilities that typically last more than 50 years. Includes facilities assigned to the tenant. See C5 for common use facilities. Also see E3.
		Funded Program: # 132076L5,L1,L7, N1-2, 42,13207851,52,53, 54,55,56,57, H0,J1-2,Q1-2

F3 FACILITY MAINTENANCE & MINOR REPAIR

Service Category: Maintenance-Surfaced and Unsurfaced Areas

FY12 CLS # 420

Proponent: DPW

Contact: Mr. Randy Butler (580) 442-3015/4087

Common Levels Of Support (CLS)		
420	A	Service Order and Preventive / Recurring Maintenance
		Provides maintenance and repair activities necessary to keep an inventory of facilities in good working order. Includes regularly scheduled and unscheduled maintenance and minor repairs. Includes facilities assigned to the tenant. See C5 for common use facilities. Also see E3.
	B	Facility Sustainment Projects
		Maintenance and repair projects necessary to keep an inventory of facilities in good working order. Includes repairs or replacement of facility components, accomplished by Project Work Order (PWO), that are expected to occur periodically throughout the life cycle of facilities. On Fort Sill, striping of runway & removal of rubber from runway for touch n' go pilot training may be reimbursable. Includes facilities assigned to the tenant. See C5 for common use facilities. Also see E3.
	C	Restoration and Modernization Projects
		Provides resources for improving facilities. Restoration includes repair and replacement work to restore facilities damaged by inadequate sustainment, excessive age, natural disaster, fire, accident, or other causes. Modernization includes alteration of facilities solely to implement new or higher standards, to accommodate new functions, or to replace facilities that typically last more than 50 years. Includes facilities assigned to the tenant. See C5 for common use facilities. Also see E3.
		Funded Program: # 132076L1,L7, L5, N1, N1,43, 13207811,12,20,40

F5 FIRE PROTECTION

Service Category: Fire and Emergency Response Services

FY12 CLS # 401

Proponent: DES

Contact: Mr. Clint Langford

(580) 442-6010/4905

Common Levels Of Support (CLS)		
401	A	Provide Emergency Dispatch Services
		This program allows for the provision, staffing, and management of emergency dispatch/E911 services in accordance with DoDI 6055.06, AR 420-1, and NFPA 12.
	B	Provide Emergency Response Services for Structure Fires
		This program provides Pre-incident Planning, Training, Command and Control (C2), Emergency Response, Fire Control, Rescue, Fire Suppression, and Salvage operations to safely mitigate fire in structures, automobiles, and other fires not associated as Aircraft (ARFF) as described in the components section of this SSP. Services provided, however, Fire & Emergency Service will not be able to provide service in accordance with DoDI 6055.5 staffing & response criteria to remote areas outside Cantonment Area. Most range responses will be delayed responses due to the travel distance from nearest fire station to incident site on ranges. Entities that are unable to assume this risk may have services provided through Reimbursable Fee.
	C	Provide Emergency Response Services for Aircraft Rescue Fire Fighting (ARFF), as applicable
		This program provides Pre-incident Planning, Training, Command and Control (C2), Emergency Response, Fire Control, Fire Suppression, and Rescue operations to safely mitigate the result of fire on an Aircraft (Rotary and Fixed Wing). Fire & Emergency Services is currently not funded nor staffed to provide ARFF Fire Protection. All services are reimbursable.
	D	Provide Emergency Response Services for Hazardous Materials (HAZMAT) and chemical, biological, radiological, nuclear and high explosive (CBRNE) incidents
		This program provides Pre-incident Planning, Emergency Response, initial Command and Control (until relieved by higher authority), identification, Containment and Rescue services for HAZMAT/CBRNE in accordance with DoDI 6055.06 and applicable local/host nation laws.
	E	Provide Emergency Response Services for Woodland Fires, as applicable, on Army installations only
		This program allows for the management of the Installation Integrated Wild land Fire Management Plan where the activity is assigned to Fire department. It provides for pre-incident planning, Training, C2, Emergency Response and Rescue services for Wild land Fires (on Army installations only) to effectively mitigate fire conditions and effect life and property saving measures as prescribed by DODI 6055.06, AR 420-1, and National Fire Protection Association codes and standards for fire conditions adjacent to occupied structures and on improved surface roads. Provides for support Fire teams in unimproved areas. *Services provided, however, Fire & Emergency Service will not be able to provide service in accordance with DoDI 6055.5 staffing & response criteria. Most Wild land responses will be delayed responses due to the travel distance from nearest fire station to incident site on ranges. Entities that are unable to assume this risk may have services provided through Reimbursable Fee.
	F	Conduct Rescue Operations
		This program provides Pre-incident Planning, Training, C2, and Emergency Response to effect life saving measures at incidents requiring specialized technical rescue requirements.
	G	Provide Fire Prevention Services

		This program develops and implements, Fire Risk Management Surveys, Plan Review for Code Compliance, Visual inspection and Acceptance testing of Installed Fire Systems (Non-PMI) and Public Education Programs.
	H	Provide Specialized Services and Training to Support the Installation
		Program includes staff (Fire Instructor III and technicians), development of Lesson plans, classroom and hands on instruction, and training aids for delivery to deliver Specialized safety training to base populace to meet AOSH, OSHA, and other installation safety programs. Fire & Emergency Services provides up to 30 specialized safety training to base populace annually. Fire Prevention does not have any dedicated Public Fire Education Staffing. Request above this limit would require services through Reimbursable Fee.
Reimbursable		
1.		Services provided, however, Fire & Emergency Service will not be able to provide service in accordance with DoDI 6055.5 staffing & response criteria to remote areas outside Cantonment Area. Most range responses will be delayed responses due to the travel distance from nearest fire station to incident site on ranges. Entities that are unable to assume this risk may have services provided through Reimbursable Fee.
2.		Mission unique support requiring overtime or extra equipment.
3.		If the finding of an investigation determines the cause of a fire is due to RECEIVER negligence or intentional misconduct, the RECEIVER will be liable for support cost to mitigate the incident.
		Funded Program:

H2 HOUSING & LODGING SERVICES

Service Category: UPH/SEBQ/BOQ Management

FY12 CLS # 200

Proponent: DPW

Contact: Mr. Randy Butler (580) 442-3015/4087

Common Levels Of Support (CLS)		
200	A	UPH Management
		This program implements policies for eligibility, assignment, and occupancy of UPH.
	B	UEPH Sustainment
		This program provides input to planning, programming, budgeting and execution for Permanent Party barracks with regard to UPH.
	C	UPH Furnishings Management
		This program plans and executes the acquisition of replacement furniture IAW Common Tables of Allowances (CTA) 50-909.
		Funded Program: # 13105200

H2 HOUSING & LODGING SERVICES

Service Category: Family Housing Management

FY12 CLS # 201

Proponent: DPW

Contact: Mr. Randy Butler (580) 442-3015/4087

Common Levels Of Support (CLS)		
201	A	Management of Government Owned & Leased Housing
		This program implements policies for eligibility, assignment, occupancy and termination of AFH. (See Appendix G Picerne Military Housing)
	B	Provide Housing Services (off post housing)
		This SSP provides for management and oversight of Government housing referral services.
	C	Provide Management Oversight to Privatized Housing Services-Residential Communities Initiative
		This SSP provides for management and oversight of, privatized housing services.
	D	Provide for housing Furnishings and Equipment
		This SSP provides for the programming, purchase, repair, replacement of family housing furniture, appliances, equipment, and authorized items. (See Appendix G Picerne Military Housing)
		Funded Program: # 19112100, 19112200, 19132100, 19530100

L2 LEGAL SERVICES

Service Category: Administrative and Civil Law

FY12 CLS # 102

Proponent: SJA

Contact: Administrative Law (580) 442-0984

Common Levels Of Support (CLS)					
102	A	Advise the Command and Staff on Admin/Civil Law			
		Provide advice in all areas of admin and civil law to commanders in daily operations.			
	B	Provide Labor and Employment Law Services			
		Provide full legal support including advice and representation to commanders in Labor and Employment matters.			
	C	Provide Environmental Law Services			
		Provide full legal support to commanders in Environmental law in accordance with Federal and state law and regulations.			
	D	Provide Contract and Fiscal Law Services			
		Provide full legal support to commanders in all facets of contracts and fiscal law in accordance with Federal law and Army regulations.			
	E	Provide Ethics Services			
		Provide full legal support to commanders in Ethics in accordance with the Joint Ethics Regulations and Federal law.			
<table border="1"> <tr> <td></td> <td>Funded Program:</td> <td></td> </tr> </table>				Funded Program:	
	Funded Program:				

L2 LEGAL SERVICES

Service Category: Criminal Law and Discipline

FY12 CLS # 103

Proponent: SJA

Contact: Criminal Law (580) 442-3900

Common Levels Of Support (CLS)		
103	A	Advise and Support Command and Law Enforcement
		A program to provide legal advice in accordance with law and regulations (AR 635-200, AR 600-8-24, AR 600-37).
	B	Conduct Courts-Martial
		A program to discipline Soldiers for major disciplinary infractions in accordance with AR 27-10 and Uniform Code of Military Justice (UCMJ).
	C	Administer the Commander's Military Justice Training Program
		Program manages and administers all facets of commander's military justice program IAW UCMJ, AR 27-10, AR 635-200, AR 600-8-24 and 10 USC 815.
	D	Provide Victim/Witness Services
		A program of victim and witness assistance in compliance with Public Law, 42 USC 10601, DoD directive 1030.1 and AR 27-10.
	E	Support Military Magistrate Program
		A program to prosecute violations of Federal law committed on Army installations, or violations that involve Army interest or property.
Funded Program:		

L2 LEGAL SERVICES

Service Category: Client Services

FY12 CLS # 104

Proponent: SJA

Contact: Legal Assistance (580) 442-5058

Common Levels Of Support (CLS)	
104	<p>A Provide Legal Assistance (except Tax Assistance)</p> <p>Multi-faceted program:</p> <ul style="list-style-type: none"> - Provides legal assistance to active duty military members through the Soldier readiness processing (SRP); mobilizing and demobilizing personnel in accordance with 10 USC 1044A and AR 27-3; assisting Soldiers with actions involving administrative due process; and assisting and advising on their personal legal affairs. - Assists and advises Family members with actions involving their personal legal affairs. - Assists and advises retirees with actions involving their personal legal affairs. - Assists and advises eligible civilians with actions involving administrative due process.
	<p>B Support Preventive Law Program</p> <p>A program to educate and identify current legal issues affecting the eligible client pool in the military community.</p>
	<p>C Provide Tax Assistance</p> <p>A program to assist military personnel, retirees and their family members in preparing the tax returns and addressing personal tax matters.</p>
<p style="text-align: center;">Funded Program:</p>	

L2 LEGAL SERVICES

Service Category: Claims

FY12 CLS # 105

Proponent: SJA

Contact: Claims (580) 442-2317

Common Levels Of Support (CLS)																					
105	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 5%; text-align: center; vertical-align: top;">A</td> <td style="padding: 5px;">Support Chapter 11 Claims</td> </tr> <tr> <td style="width: 5%;"></td> <td style="padding: 5px;">A program to receive, investigate, process, and pay for claims filed under Chap 11, AR 27-20 (personnel claims).</td> </tr> <tr> <td style="width: 5%; text-align: center; vertical-align: top;">B</td> <td style="padding: 5px;">Support Tort Claims (FTCA, FCA, MCA & AMCSA)</td> </tr> <tr> <td style="width: 5%;"></td> <td style="padding: 5px;">A program to adjudicate tort claims against the Government and to provide support to the Government in claims proceeding to litigation.</td> </tr> <tr> <td style="width: 5%; text-align: center; vertical-align: top;">C</td> <td style="padding: 5px;">Support Other Claims (Art 139, UCMJ claims, etc)</td> </tr> <tr> <td style="width: 5%;"></td> <td style="padding: 5px;">A program to support other claims filed under the provisions of AR 27-20 including Art 139, UCMJ claims.</td> </tr> <tr> <td style="width: 5%; text-align: center; vertical-align: top;">D</td> <td style="padding: 5px;">Support Affirmative Claims</td> </tr> <tr> <td style="width: 5%;"></td> <td style="padding: 5px;">A program to recover from tortfeasors and third party payers costs of medical care, lost military pay, and property damage caused by third parties.</td> </tr> <tr> <td style="width: 5%; text-align: center; vertical-align: top;">E</td> <td style="padding: 5px;">Carrier Recovery</td> </tr> <tr> <td style="width: 5%;"></td> <td style="padding: 5px;">A program designed to recover monies from carriers for payment of household goods claims.</td> </tr> </table>	A	Support Chapter 11 Claims		A program to receive, investigate, process, and pay for claims filed under Chap 11, AR 27-20 (personnel claims).	B	Support Tort Claims (FTCA, FCA, MCA & AMCSA)		A program to adjudicate tort claims against the Government and to provide support to the Government in claims proceeding to litigation.	C	Support Other Claims (Art 139, UCMJ claims, etc)		A program to support other claims filed under the provisions of AR 27-20 including Art 139, UCMJ claims.	D	Support Affirmative Claims		A program to recover from tortfeasors and third party payers costs of medical care, lost military pay, and property damage caused by third parties.	E	Carrier Recovery		A program designed to recover monies from carriers for payment of household goods claims.
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Reimbursable																					
1.	Investigate and recover expenses for the Government which results from the treatment of military members, retirees or dependents from all third parties legally liable for the injury or disease within the prescribed jurisdiction and assert claims against private individuals, corporations, associations and nonfederal governmental agencies that is directed by a Military Treatment Facility.																				
	Funded Program:																				

M1 MAIL SERVICE

Service Category: Administrative Management

FY12 CLS # 113

Proponent: DHR

Contact: Mr. Darrell Williams (580) 442-3892

Common Levels Of Support (CLS)		
113	A	Provide incoming official mail and distribution management services
		Process incoming official mail and distribution for the installation in accordance with DODI 4525.8, DOD manual 4525.8 - M, and AR-25-51, 18 USC, 39 USC.
	B	Provide Freedom of Information Act (FOIA) and Privacy Act (PA) services
		See A1
	C	Provide outgoing official mail and distribution management services
		Process outgoing official mail and distribution for the installation in accordance with DODI 4525.8, DOD manual 4525.8 - M, and AR-25-51, 18 USC, 39 USC. Reimburse for postage.
	D	Provide personal mail services
		Provide personal mail services as specified by this SSP. Non Applicable
	E	Provide Army Records Information Management System (ARIMS) service
		See A1
	F	Review and authenticate installation-level forms and publications
		See A1
	G	Operate Installation Records Holding Area (RHA)
		See A1
	H	Provide advice on procedures to acquire local printing and reproduction services
		See A1
	I	Not used
	J	Provide publications and forms stocking, warehousing, and inventory services
		See A1
	K	Provide pick-up and delivery of official mail to administrative offices
		Provide pick-up and delivery of official mail to the administrative offices of each organization on the installation in accordance with AR 25-51 (paragraph 1-5g), DODI 4525.8, DOD manual 4525.8 - M, 18 USC, and 39 USC.
	L	Provide office symbol management (Garrison Commander and Staff)
		See A1
	MM	Mail Addressing Services
		Provide mail addressing management services to Administrative Offices and Single Soldier Quarters for each organization on the installation in accordance with AR 25-51 (paragraph 1-5), DODI 4525.8, DOD manual 4525.8 - M, 18 USC, 39 USC).
		Funded Program: # 131034Y

M2 MILITARY PERSONNEL SUPPORT

Service Category: Military Personnel Services

FY12 CLS # 800

Proponent: DHR

Contact: Ms. Peggy Bailey (580) 442-4343

Common Levels Of Support (CLS)		
800	A	Provide Personnel Services
		This program provides those personnel services required by customers upon arrival/departure from an installation and other personnel actions initiated by the customer. Also See C2
	B	Provide CAC/ID Card Services
		This program provides CAC/ID Card services to customers as required by personnel actions initiated by the customer. Also See C2
	C	Provide Casualty Operations Services
		See M5. This program provides Military casualty services and liaison services for Family members of Army Service members between local funeral personnel and military burial personnel.
	D	Provide Deployment Cycle Services
		This program provides those services required to deploy and redeploy Soldiers. See Appendix "G" DPTMS
	E	Provide Personnel Processing Services
		This program provides personnel processing necessary to manage Soldier career development.
	F	Provide MilPay Services
		This program provides installation Mil-Pay services for Soldier pay inquiries and pay problem resolution. See Appendix "G" DFAS
	G	Provide Pre-Transition Services
		This program provides transition services for Soldiers resigning and retiring. This includes customers requiring post-retirement services. Also see R3
	H	Process Individual Personnel Actions and Provide Military Personnel Services to students/trainees
		This program provides processing of individual personnel actions. This program provides the spectrum of military personnel support specifically for students and trainees.
	I	Not used
	J	Provide Strength Management Services
		This program provides strength reporting, distribution and accounting services between units and the installation.
	K	Provide Human Capital System Automation Services
		This program provides a full range of automation support services for all applicable personnel systems. Also See C2
	L	Provide Post-Transition Services
		See R3
		Funded Program: # 131034G

M4 MORALE, WELFARE, & RECREATION (MWR) ACTIVITIES

Service Category: Sports, Recreation and Libraries
 FY12 CLS # 253
 Contact: (580) 442-3081/2025

Proponent: DFMWR

Common Levels Of Support (CLS)		
253	A	Provide Physical Fitness Facilities
		This program provides Soldiers, Family Members, and other authorized patrons, opportunities to enhance combat readiness, general physical fitness and overall wellness. Ref: FM 21-20
	B	Provide Intramural Sports/Outdoor Facility Maintenance
		This program provides Soldiers, Family Members, and other authorized patrons, opportunities to participate in intramural sports that contribute to unit cohesion and esprit de corps. Ref: FM 21-20
	C	Provide Aquatics Training
		This program provides swimming activities to promote fitness mission and skill development.
	D	Provide Library/Information Services
		This program provides and assists authorized patrons with access to information resources for educational support (to include distance learning) and recreational purposes, consistent with Army Library Association benchmarks.
	E	Provide Community/Recreation Programs
		This program provides community recreation facilities, program personnel and leisure activities among authorized patrons. Also see C7
	F	Provide Outdoor Recreation Program
		This program provides Soldiers, Family members and other authorized patrons with diverse outdoor recreation opportunities which enhance self/community well-being. SSP includes: Parks & Picnic areas, Lake operations, Cabins, RV Parks, Horse Stables, and outdoor equipment op ctr.
	G	Provide recreation programs that address special regional considerations (remote/isolated/contingent)
		H-M in remote/isolated/OCONUS locations.
	H	Provide Automotive Skills Program
		This program provides and assists with automotive repair and maintenance activities to promote skill development in maintaining personal vehicles.
	I	Not used
	J	Provide Recreational Swim Program
		This program provides swimming activities and promotes skill development.
	K	Provide Arts and Crafts Program
		This program provides art and multi-craft activities to promote skill development, stress-relief and general well-being.
	L	Provide Leisure Ticketing Services
		This program provides discount ticketing services to authorized patrons for entertainment and leisure activities. See Appendix G, Adventure Travel
	M	Provide Music and Theater Program
		This program entails sponsoring of music and theater productions for participation by authorized patrons.
		Funded Program: # 1310301

M5 MORTUARY SERVICES

Service Category: Military Personnel Services

FY12 CLS #: 800

Proponent: DHR

Contact: Ms. Peggy Bailey (580) 442-4343

Common Levels Of Support (CLS)

800	A	Provide Personnel Services
		See C2 & M2
	B	Provide CAC/ID Card Services
		See C2 & M2
	C	Provide Casualty Operations Services
		This program provides Military casualty services and liaison services for Family members between local funeral personnel and military burial personnel.
	D	Provide Deployment Cycle Services
		See M2
	E	Provide Personnel Processing Services
		See M2.
	F	Provide MilPay Services
		See M2
	G	Provide MilPay Services
		See M2 & R3
	H	Process Individual Personnel Actions and Provide Military Personnel Services to students/trainees
		See M2
	I	Not Used
	J	Provide Strength Management Services
		See M2
	K	Provide Human Capital System Automation Services
		See C2 & M2
	L	Provide Post-Transition Services
		See R3

	Funded Program: # 434794 (Casualty & mortuary Affairs)	
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P1 POLICE SERVICES

Service Category: Physical Security

FY12 CLS # 600

Proponent: DES

Contact: Janet McMurtrey, 580-442-3145

Common Levels Of Support (CLS)

600 A Execute Physical Security (PS) Program

This SSP provides for the management and direction of core PS missions to maintain safe and secure installations, to include provide support to tenant organizations.

Limitations due to funding levels.

B Provide and Maintain Required Installation Physical Security Equipment & Infrastructure

This SSP provides for maintaining required intrusion detection alarm systems, PS infrastructure, and electronic equipment, as required by regulation or risk assessment (DA PAM 190-51) to protect personnel in high occupancy and high risk targets.

Funded at RED. Repair of existing systems is accomplished as required, however; required preventative maintenance and installation of new systems is delayed.

C Execute Installation Access Control Point (ACP) Operations

This SSP provides for verifying the identity of 100% of personnel entering the installation and assessing 100% of all vehicles, conducting random inspections of privately-owned vehicles (POVs) and commercial vehicles for threats to the installation in compliance with DOD policy, and providing a central registration point for the issuance of installation access passes and registration for vehicles and weapons. This also includes the maintenance of access control point PS equipment.

Limitations due to funding levels.

Reimbursable

- 1. **Any support for Integrated Commercial Intrusion Detection System (ICIDS) (i.e. purchase of equipment/connectivity) is reimbursable.**

Funded Program:

P1 POLICE SERVICES

Service Category: Law Enforcement Services

FY12 CLS # 601

Proponent: DES

Contact: Chief of Police, Joe Glanzer, 580-442-6530

Common Levels Of Support (CLS)		
601	A	Conduct Law and Order Operations
		This SSP provides for the management and direction of core LE missions to maintain safe and secure installations.
	B	Provide Centralized E911 Emergency Dispatch Services
		This SSP provides for the resourcing and management of LE dispatch/E911 services. <i>Limitations due to funding levels.</i>
	C	Respond to Law Enforcement Service Requests
		This SSP provides LE response to emergency situations when called. (May include overtime pay).
	D	Provide Law Enforcement Investigations
		This SSP provides for the ability to conduct specialized LE investigations by conducting interviews, searches, evidence collection & analysis to support the legal process. (Certain investigations are referred to external organizations in accordance with regulations.) (May include overtime pay) <i>Commanders will receive a legally sufficient investigation. (No overtime allowed). Timeliness is affected by funding limitations.</i>
	E	Promote Deterrence by Detection and Enforcement
		This SSP provides for the ability to deter and detect crime and responds to observed activity on the installation by LE presence operations. (May include overtime pay).
	F	Provide Police Administration Services
		This SSP provides LE related reporting & analysis, information, & products for installation customers to meet mission & regulatory requirements. (May include overtime pay). <i>All reports are accurate & timely within specific parameters. SIRs & administrative responsibilities may be limited based on funding levels.</i>
	G	Provide Specialized LE Services
		This SSP provides a special reaction team (SRT) to respond to specific high-risk situations (may be satisfied by Memoranda of Agreement [MOA] with local LE). This SSP also provides specialized LE services and training to installation customers to deter crime and promote a safe and secure installation. (May include overtime pay). <i>Limitations based on funding levels.</i>
Reimbursable		
<i>Special event coverage may be reimbursable.</i>		
		Funded Program:

P3 PUBLIC AFFAIRS

Service Category: Public Affairs

FY12 CLS # 107

Proponent: PAO

Contact: Public Affairs Officer (580) 442-4500

Common Levels Of Support (CLS)		
107	A	<p>Execute Strategic Communications (SC) and provide PA advisory and policy support to the command, staff, and supported tenants.</p> <p>This business process leads the development and execution of strategic communication planning efforts as outlined in the DP 91 implementation guidance and provides PA advice and policy support to the command, staff, and supported tenants. This SSP includes advising the commander and planning. All public affairs plans should be reviewed in the strategic communications planning process for SC opportunities.</p>
	B	<p>Execute media relations activities</p> <p>This business process provides an information conduit to provide initial response to specific media inquiries and establishes and maintains relationships with civilian news media representatives to optimize the reporting of accurate information. It also includes the provision of media training to prepare installation representatives to speak to the media when required. TDY is reimbursed by requesting tenant.</p>
	C	<p>Produce command information products</p> <p>This business process provides, prepares for, manages and coordinates the release of relevant and accurate information and strategic communication messages targeted to specific audiences using CI products. TDY is reimbursed by requesting tenant.</p>
	D	<p>Execute Community Relations activities</p> <p>This business process provides for developing and maintaining relationships with local community leaders and stakeholders. It requires community relations events and activities be designed to directly communicate Army and installation strategic themes and messages, and to interact with key individuals and groups who determine or influence relationships between the Army, the installation, and the general public. Community outreach initiatives to special interest groups (environmental, cultural, etc.) will be coordinated through Public Affairs to ensure continuity of messages and that the installation speaks with one voice. TDY is reimbursed by requesting tenant.</p>
		Funded Program:

R1 REFUSE COLLECTION & DISPOSAL

Service Category: Refuse Removal

FY12 CLS # 403

Proponent: DPW

Contact: Mr. Randy Butler (580) 442-3015/4087

Common Levels Of Support (CLS)		
403	A	Manage and Plan Refuse Removal
		Provide core technical expertise and basic waste management planning, reporting, and community education.
	B	Collect/Dispose Dining Facility Waste
		Pick up and dispose of dining facility waste in a manner that is in compliance with Federal/state/local laws and makes sense from an environmental and economically advantageous perspective.
	C	Collect/Dispose Municipal/Residential Waste
		Pick up and dispose of municipal/residential waste in a manner that is in compliance with Federal/state/local laws and makes sense from an environmental and economically advantageous perspective.
	D	Collect/Dispose Other Regulated Waste
		Pick up and dispose of other regulated waste and construction and demolition debris in a manner that is in compliance with Federal/state/local laws and makes sense from an environmental and economically advantageous perspective.
	E	Collect/Dispose Bulk Waste
		Pick up and dispose of bulk waste in a manner that is in compliance with Federal/state/local laws and makes sense from an environmental and economically advantageous perspective.
	F	Collect/Dispose Green Waste
		Pick up and dispose of green waste (e.g., grass, tree limbs, manure) in a manner that is in compliance with Federal/state/local laws and makes sense from an environmental and economically advantageous perspective.
		Funded Program:

R2 RESOURCE MANAGEMENT

Service Category: Program/Budget

FY12 CLS # 115

Proponent: RMO

Contact: Budget Office (580) 442-3591

Common Levels Of Support (CLS)		
115	A	Control all Appropriated Funds
		This program is the statutory and regulatory defined management of appropriated funds.
	B	Execute the Current/Prior Year Budget
		This program tracks and executes current/prior year annual funding and the reimbursable program. Mid-year review.
	C	Provide Fiscal Advisory Services & Customer Support
		This program provides liaison and assistance to Garrison Commander, staff, and external agencies.
	D	Identify Budget Year Requirements
		This program identifies budget requirements and anticipated funding for next year's annual funding.
		Funded Program:

R2 RESOURCE MANAGEMENT

Service Category: Support Agreement/MOU/MOA Management

FY12 CLS # 116

Proponent: RMO

Contact: Manpower & Agreements Office (580) 442-3560

Common Levels Of Support (CLS)		
116	A	Provide New Agreements with Reimbursement
		This program will negotiate, develop, and conclude a variety of high-emphasis agreements with Inter-Service Intra-Governmental agencies. This includes the reimbursable relationship required by DoD regulations. In coordination with the MACOM and/or Regional lead and legal advisor, this program will also negotiate, develop, and conclude agreements with a variety of international customers. This includes a reimbursable relationship required by law.
	B	Provide Maintenance to Existing Agreements
		This program will conduct regular reviews of existing agreements, updating or terminating as necessary.
	C	Oversee Internal Control Program
		This program provides oversight of mandatory Federal management controls programs.
		Funded Program:

R3 RETIRED AFFAIRS

Service Category: Military Personnel Services

FY12 CLS # 800

Proponent: DHR

Contact: Ms. Peggy Bailey (580) 442-4343

Common Levels Of Support (CLS)		
800	A	Provide Personnel Services
		See C2 & M2
	B	Provide CAC/ID Card Services
		See C2 & M2
	C	Provide Casualty Operations Services
		See M5
	D	Provide Deployment Cycle Services
		See M2
	E	Provide Personnel Processing Services
		See M2
	F	Provide MilPay Services
		See M2
	G	Provide Pre-Transition Services
		This program provides transition services for Soldiers resigning and retiring. This includes customers requiring post-retirement services. Also See M2
	H	Process Individual Personnel Actions and Provide Military Personnel Service to students/trainees
		See M2
	I	Not Used
	J	Provide Strength Management Services
		See M2
	K	Provide Human Capital System Automation Services
		See C2 & M2
	L	Provide Post-Transition Services
		This program provides post-retirement services to customers in the geographical area.
		Funded Program: # 434734 (ACAP)

S1 SAFETY

Service Category: Installation Safety and Occupational Health

FY12 CLS # 112

Proponent: ISO

Contact: Garrison Safety Officer, (580) 442-4466

Common Levels Of Support (CLS)

112	A	Manage and direct safety core programs
		Manage and Direct Safety Core Programs, Policy Development, Command, Staff, and Plans Integration Risk Management Integration, Councils and Committees.
	B	Conduct Workplace Design and Engineering Review
		Identify & Mitigate Facility and Workplace Hazards.
	C	Provide Required Safety Training and Education
		Provide Motor Vehicle Safety Training, Provide Workplace Safety Training, Provide CYS Safety Training, Collateral Duty Safety.
	D	Provide Accident Investigation and Reporting Services
		Accident Reporting, Accident Investigations, Countermeasure Development, Accident Recordkeeping.
	E	Inspect and Evaluate High/Medium/Low Hazards
		Inspect Facilities, Garrison Operations and Community Activities and Perform Safety Program Evaluations.
	F	Implement Hazard Abatement Plan
		Hazard Abatement Planning.
	G	Provide Safety Awareness Programs
		Administer Awards Program, Outreach Programs, Promotions, and Marketing.
	AA	Other Duties
		Provide traffic safety administration and COR duties

Funded Program:

S2 SECURITY SERVICE

Service Category: Anti-Terrorism Services

FY12 CLS # 602

Proponent: DPTMS

Contact: DPTMS Force Protection 580-442-2532

Common Levels Of Support (CLS)		
602	A	Integrate, Develop, and Maintain Installation AT Capabilities
		This SSP provides capability to conduct and develop the Installation AT Plan, program and populate the Core Vulnerability Assessment Management Program (CVAMP), review and provide AT recommendations for renovations and new facility construction, and performed the administrative tasks associated with the Antiterrorism Executive Committee (ATEC) and the Protection Working Group (PWG).
	B	Coordinate and Develop Action Sets; Disseminate Threat Information
		This SSP provides capability to develop and coordinate the local Force Protection Conditions (FPCON) and Random Antiterrorism Measures (RAM), coordinate contract compliance with AT standards, ensure proper dissemination of threat information, and participate in the Threat Working Group (TWG),
	C	Conduct AT Risk Management and Assessments
		This SSP provides the ability to conduct required risk management to mitigate vulnerabilities or accept risk. It allows Garrisons the ability to make decisions and apply resources to protect units, facilities, and programs including: DoD personnel, family members, civilians, contractors, etc. This includes WMD and CBRNE threat and risk assessments (NOTE: This does not include the administration of CBRNE covered in Service 75 Emergency Management).
	D	Conduct AT Training and Exercises
		This SSP provides capability for the garrison to conduct AT training and to conduct a comprehensive AT Exercise as prescribed by guidance.
		Funded Program:

S2 SECURITY SERVICES

Service Category: Installation Security Program Management Support

FY12 CLS # 603

Proponent: DPTMS

Contact: Pamela Williams, 580-442-1805

Common Levels Of Support (CLS)		
603	A	Personnel Security
		Program facilitates unit readiness by ensuring that appropriate personnel have been vetted and cleared for accessions, employment, deployment, information systems access, facility access, and other mission requirements. It includes processes and actions required for security clearances and suitability/trustworthy determination.
	B	SETA (Security Education, Training and Awareness)
		Promote workforce understanding of security program policies and procedures and their contribution to mission success. Develop and facilitate the implementation of a security training program to provide necessary knowledge, skills, and abilities to enable effective performance of security responsibilities by S2s/unit security managers and workforce.
	C	Information & Industrial Security
		Protect classified and sensitive/controlled unclassified information that safeguards Army operations and activities, critical infrastructure, equipment and military, civilian and contractor personnel. Program ensures access to classified and sensitive/controlled unclassified information is properly marked, stored, reproduced, transmitted, transported and destroyed.
	DD	FCoE Security Service
		In addition to providing CLS 603 services (above) to the FCOE, Security & Intelligence Division, DPTMS, also manages the FCoE G-2 foreign disclosure.
		Funded Program:

S4 SOCIAL ACTIONS

Service Category: Substance Abuse

FY12 CLS # 250

Proponent: DHR

Contact: Mr. Jay Khalifeh (580) 442-4205/2691

Common Levels Of Support (CLS)		
250	A	<p>Provide Military Biochemical Testing Services (OSD Funding)</p> <p>This program is funded with OSD Fenced Funding (VCND). This program allows for the operation of a forensically secure Installation Biochemical Testing Collection Point. The program identifies and deters drug use and enhances individual readiness, and delivers Unit Prevention Leader (UPL) certification and recertification training, in accordance with applicable policy and regulations.</p>
	B	<p>Provide Civilian Biochemical Services (OSD Funding)</p> <p>This program is funded with OSD Fenced Funding. This program allows for the operation of a forensically secure Installation Biochemical Testing Collection Point. The program identifies and deters drug use and enhances individual readiness, in accordance with drug-free workplace and applicable regulations.</p>
	C	<p>Provide Substance Abuse Prevention and Education Services for military personnel</p> <p>This program plans, manages, directs and evaluates substance abuse education and training activities. This program promotes marketing, networking and consulting strategies for military personnel in accordance with applicable regulations.</p>
	D	<p>Provide the full range of Employee Assistance Program (EAP) services for civilian employees, family members, & military retirees</p> <p>This program, as required by Public Law in support of the Drug Free Workplace program and DA PAM 600-85, plans, manages, implements and evaluates a program designed to assist civilian employees, family members and military retirees with substance abuse and other personal problems affecting their well being and job performance. Additionally, this program also provides prevention/education services, program marketing, campaigns, and public service announcements to this population to prevent problems before they occur.</p>
	E	<p>Provide Alcohol & Drug Abuse Prevention Training (ADAPT) Course</p> <p>This program is an educational/ motivational intervention which focuses on the adverse effects and consequences of alcohol and other drug abuse. The ADAPT course is 12 hours of material IAW AR 600-85.</p>
	F	<p>Provide Risk Reduction Program (RRP) for Active Army Units</p> <p>This program is fully funded through a HQ IMCOM Central Contract for RRP. This program plans, manages, directs and evaluates the identification of Soldier high risk behaviors and trends, analyzes risk data and recommends and implements intervention strategies to mitigate Soldier risk behaviors and enhance mission readiness.</p>
		Funded Program: # 131183/434789

T1 TRAINING SERVICE

Service Category: Training Land Sustainment

FY12 CLS # 903

Proponent: DPTMS

Contact: Range Officer

580-442-6191

Common Levels Of Support (CLS)

903	A	Execute the Training Requirements Integration (TRI) Program	This SSP provides technical expertise and leadership to manage the Training Requirement Integration (TRI) program and a decision support capability based on the integration of training requirements, land conditions, training and testing facilities, and environmental management requirements for the installation's tenant and transient units and activities.
	B	Execute the Land Rehabilitation and Maintenance (LRAM) Component	This SSP provides the program management and expertise required to execute the LRAM component.
	C	Execute the SRP Geographic Information Systems (GIS) Program	This SSP provides the program management and technical oversight required to execute the SRP GIS program as well as creates, manages, and distributes authoritative standardized spatial information, products, and services for the execution of training strategies and missions on U.S. Army ranges and training lands.
	D	Execute the Range and Training Land Assessment (RTLA) Component	This SSP provides the program management and technical expertise required to execute the RTLA component.
	E	Execute the Sustainable Range Awareness (SRA) Component by Developing and Distributing Multi-Media Services and Materials	This SSP provides the program management and technical oversight required to execute the SRA component by providing a proactive means to develop and distribute educational materials to users of range and training land assets.

Reimbursable

B	LRAM in off-limits areas. Costs to complete LRAM activities required to correct damage to off-limits areas as identified in Fort Sill Regulation 385-1, Range Safety.
	Funded Program:

T1 TRAINING SERVICE

Service Category: Range Operations

FY12 CLS # 904

Proponent: DPTMS

Contact: Range Officer, 442-6191

Common Levels Of Support (CLS)		
904	A	Plan, Manage and Operate Range Complexes
		This SSP plans for and provides range complex products and services in support of mission requirements. This service provides a link between training conducted on the installation and the success and survivability on the battle field.
	B	Provide Range Complex Scheduling
		This SSP provides scheduling of range complex facilities.
	C	Direct and enforce safety management controls pertaining to training on the range complex
		This SSP ensures the safe conduct of military, civilian personnel, contractors and other agencies involved and/or affected by training operations.
	D	Maintain and Sustain Range Complex Resources
		This SSP provides for range, training facility/area, and targetry maintenance to ensure safe and efficient sustainable range complex use.
	E	Mission directed modification, reconfiguration or construction of range facilities
		This SSP provides subject matter expertise to support and facilitate the design, analysis and fabrication and/or reconfiguration of range facilities to meet an immediate requirement.
	F	Provide Sustainable Range Program Public Outreach
		This SSP provides public outreach about maneuver and live fire training doctrine to reduce avoidable impacts to the general public generated by military training.
Reimbursable		
E	Range modification, reconfiguration, or construction. Costs to complete range modification, reconfiguration, or construction to meet unit-requested changes are entirely reimbursable unless the requested changes are necessary to configure the range to meet the design standards IAW TC 25-8.	
A	Automated targetry range operator. Units are responsible for providing their own target system operators except as identified in Chapter 11 of FS Reg 385-1. Units may request that target system operators be provided on a reimbursable basis at overtime wage scale.	
A	Range Operating Costs. External organizations that are not aligned with Fort Sill in the Army Range Requirements Model will be charged a fee for using Fort Sill ranges based on the daily operating costs identified in the Training Budget module of the Army Range Requirements Model. Non-governmental organizations will also be charged for distinguishable labor costs.	
A	Contingency Operating Location (C.O.L.) Mow-way. Costs for repairing damage are the responsibility of the unit using the site. Organizations using C.O.L. Mow-way will provide their own expendable supplies.	
Funded Program:		

T1 TRAINING SERVICE

Service Category: Training Support Center

FY12 CLS # 905

Proponent: DPTMS

Contact: Training Support Officer, (580) 442-6901/2178

Common Levels Of Support (CLS)

905	A	Loan, Issue, Receive and Store TADSS to Include MILES	This SSP provides for the loan, issue, receipt & storage of TADSS to include MILES in the warehouse. Includes limited familiarization training & certification at the point of issue, but excludes DA specific virtual TADSS.
	B	Provide and/or Train Instructors/Operators (I/Os) and Operators for DA Specified Virtual TADSS IAW DA I/O metric	This SSP provides Instructors/Operators (I/Os) & Operators for DA specified virtual TADSS. The specific virtual TADSS supported at Fort Sill include Call For Fire Trainer (CFFT) 1:30 at the institution, and Engagement Skills Trainer (EST).
	C	Maintain Training Aids, Devices, Simulators and Simulations (TADSS)	This SSP provides for the visual inspection, functional testing, diagnostic testing, check for general cleanliness, preventative maintenance, checks & services (PMCS), & preparation for reissue for TADSS. This SSP does not include TADSS maintained in TSC property book but operated by the end user (e.g., National Guard TADSS, some institutional TADSS, desktop trainers, some aviation trainers.
	D	Provide TADSS Familiarization Training	This SSP provides familiarization training for those TADSS requiring familiarization & certification prior to issue from the warehouse that are non-virtual TADSS (per DA/TRADOC PAM 350-9 or locally procured).
	E	Army wide - Design, Fabricate, Package and Ship Training Devices	This SSP provides initial consultation, design, fabrication, packaging & distribution of Army wide training devices (i.e. Training Device Fabrication Request (TDFR)). Only applies to the TRADOC Fabrication Centers of Excellence at Fort Knox, Fort Benning, Fort Gordon, Fort Jackson & Redstone Arsenal.
	F	Loan, Issue and Print Graphic Training Aids (GTA)	This SSP provides GTA stock for loan & issue & limited re-fabrication of on-line GTAs. Capabilities for printing of GTAs found on the Reimer Digital Library that are not available at TSC through normal distribution channels & for customer produced, unit-specific GTAs are limited in terms of both format & quantity. Requests beyond TSC capability will be referred to the Document Automation and Printing Service (DAPS). Also see Appendix G, DAPS.
	G	Local - Design, Fabricate, Package and Ship Training Devices	This SSP provides initial consultation, design, fabrication, packaging and distribution of local training devices (i.e. Devices Training Device Fabrication Request (TDFR)). Does not include Visual Information (VI) products such as desk signs, hallway signs, bulletin boards, flag stands, & similar items, or items already produced by an Army wide fabrication site such as those included in DA Pam 350-9. Local fabrication capability is limited to items primarily of wood construction.
Reimbursable			
	A, B	Personnel overtime required due to customer scheduling of requirements.	
	F	Excessive costs of printing large quantities of Graphic Training Aids (GTAs).	
	G	Design, fabrication, packaging and shipment of local training devices.	
	C,G	Services and support provided for the sole use of the customer.	
	C	Support for Non-Program of Record (NPOR) TADSS.	
	A,E	Support for customers outside the AR 5-9 Area of Responsibility (AOR) (other than TSC to TSC)	

	support).
A, B, D, G	Support for U.S. Military Liaison personnel stationed with another Service.
A, B, D, G	Support for non-DoD Agencies.
	Funded Program: # 121014

T1 TRAINING SERVICE

Service Category: Mission Training Complex

FY12 CLS # 906

Proponent: DPTMS

Contact: MTC Operations, (580) 442-4126

Common Levels Of Support (CLS)		
906	A	<p>Provide Integrated Collective Mission Command Staff Training and Exercises</p> <p>This SSP provides integrated collective mission command staff training and exercises for home station, mission planning and rehearsal, and pre-deployment training ranging from platoon up to brigade level. Provide scalable, integrated Live Virtual Constructive (LVC) training enablers and simulations/stimulations to mission command training [8 hours a day, 5 days a week].</p>
	B	<p>Provide Mission Command Training at the Individual Operator and Leader Level</p> <p>This SSP provides individual operator and leader mission command sustainment training and new personnel training in an integrated training environment IAW Programs of Instruction. Provide training systems and classrooms to support requirements for mission command (digital) sustainment training [8 hours a day, 5 days a week].</p>
	C	<p>Provide Support to Spoke and Deployed or Remote Sites</p> <p style="color: red; font-weight: bold; font-size: 1.2em; opacity: 0.5; position: absolute; top: 50%; left: 50%; transform: translate(-50%, -50%); pointer-events: none;">Non Applicable</p> <p>This SSP provides mobile training teams, exercise support, network solutions, and distributed training to support Spokes and deployed or remote sites IAW Hub and Spoke strategy.</p>
	D	<p>Plan, Coordinate, and Maintain Training and Exercise Communications & Network Systems</p> <p>This SSP supports the communications infrastructure required for Mission Command Training and provides connectivity with other internal and external systems in controlled networks. Designs and maintains closed training and simulation networks (classified and unclassified); interfaces with and supports local and wide area networks; Provides and develops communication networks and simulation architectures to support training in classrooms and brigade/battalion level Tactical Operations Center (TOCs). Provides and maintains network administration for all networks supporting Mission Command Training, key tasks include but are not limited to: Information Assurance and Network Security for MTC facilities, staffs, and training support systems; establishes and maintains accreditation, including documentation; network administration includes tasks associated with tactical, joint, and simulation. Maintains and supports internal and external training communications enablers such as tech control; VOIP phones, connectivity to virtual training systems and digital training complex. Coordinates with NEC and Tactical Signal Elements.</p>
	E	<p>Provide Planning, Coordination and Synchronization of Training</p> <p>This SSP develops and supports long range training and exercise plans, needs assessments, resource plans, and other strategic assets to further the conduct of mission command training; this involves both working with internal and external agencies. Identifies and synchronizes mission command training requirements with available resources (facility, network, personnel, etc.) appropriately; Supports IAW ARFORGEN (Army Force Generation) and Mission Command MER (Mission Essential Requirements). Provides Mission Command training support interface/feedback to the appropriate agencies that monitor training, develop training systems and products, or otherwise support training initiatives. Internal coordination with SMCs and other Mission Representatives, Range Control, NEC, DPW, and other agencies on the installation. External coordination with agencies. Examples include but are limited to C2 PMs, Mission Command Training Program Senior Mentors, Program Executive Offices, and TADSS PMs.</p>
	F	<p>Provide Operational Security</p>

		This SSP insures physical security for all facilities and operations during classified and unclassified operations. Provides physical and operation security which includes document, key, and access control. Coordinates with units for guard forces and/or other security elements. Verify clearances; coordinate and establish effective security measures.
	G	Provide Operational Maintenance for Facilities and Mission Command Training Systems Capabilities
		This SSP provides for the operational level maintenance for facilities and Mission Command Training Systems. Operational maintenance of Mission Command Training Facilities which include but are not limited to: technical control, higher control, and exercise control; individual dedicated classrooms, virtual collective training areas and other supported areas. Configure, and maintain training systems hardware and software, servers, etc. Coordinate with DPW for facility service support (e.g. HVAC, pest control, snow removal and other support services) [these items should be included in DPW contracts/agreements]. Provides capability to maintain and clean facilities based on local policy (this includes maintenance and cleaning during classified operations) [Users may need to provide manpower]; Based on local policy and funding provides for exterior maintenance.
Reimbursable		
A, B		Current Operating Hours are 0730 – 1630. Non-standard times are not funded and require authorization/approval. GFEBS POC or MIPR Instructions (for units NOT on GFEBS) to reimburse for overtime are available upon request.
		Funded Program:

U1 UTILITIES

Service Category: Electrical Services

FY12 CLS # 500

Proponent: DPW

Contact: Mr. Randy Butler (580) 442-3015/4087

Common Levels Of Support (CLS)

500	A	Government-Owned Electrical Plants and Distribution Systems
		This SSP provides electricity for lighting, power, ventilation, heating, cooling, and building equipment using government-owned plants and distribution system components. Includes all in-house and contract (service contract and commercial activities contract) costs to operate the plants and distribution system components. <i>On Fort Sill Electricity (#KWH x rate/KWH x 12 mo).</i>
	B	Privatized Electrical Plants and Distribution Systems
		This SSP provides electricity for lighting, power, ventilation, heating and cooling, and building equipment via a Utilities Privatization Contract. Includes all utilities privatization contract costs to operate, maintain, repair and replace the plants and distribution systems. This SSP also provides Quality Assurance/Contract Surveillance of contractor operations of the electrical plants and distribution systems that have been privatized under the Army's Utilities Privatization Program.
	C	Purchased Electrical Services (from other than a Utilities Privatization Contractor)
		This SSP provides electricity for lighting, power, ventilation, heating, cooling, and building equipment from off-post sources, e.g., local utility, city, municipality, or cooperative. This SSP also funds one-time hook-ups (connection charges) for electrical services to existing utility systems. <i>Reimburse for electricity. (Garrison collects tenants payments)</i>

Non Applicable

Funded Program:

U1 UTILITIES

Service Category: Water Services

FY12 CLS # 502

Proponent: DPW

Contact: Mr. Randy Butler (580) 442-3015/4087

Common Levels Of Support (CLS)

502	A	Government-Owned Water Plants, Water Sources and Distribution Systems
		This SSP provides water for potable and non-potable uses for domestic and industrial purposes using Government-owned water plants and distribution systems. Includes all in house and contract (service contract and commercial activities contract) costs to operate the plants and distribution systems. On Fort Sill Water (#KGAL x rate/KGAL x 12 mo).
	B	Privatized Water Plants, Water Sources and Distribution Systems
		This SSP provides water for potable and non-potable uses for domestic and industrial purposes via a Utilities Privatization contract. Includes all utilities privatization contract costs to operate, maintain, repair and replace plants and distribution systems. This SSP also provides Quality Assurance and Contractor Surveillance of contractor operations of potable/non-potable water plants and distribution systems that have been privatized under the Army's Utilities Privatization Program. 50-yr privatized contract; Garrison collects Tenants' payments & then reimburses the applicable commodity".
	C	Purchased Water Services (from other than a Utilities Privatization contractor)
		This SSP provides water for potable and non-potable uses for domestic and industrial purposes from off-post sources, e.g., local utility, city, municipality, or cooperative; for example, Municipal Services at Fort Gordon. This SSP also funds one-time hook-ups (connection charges) for water services to existing utility systems. Reimburse for water & sewage. (Garrison collects tenants payments)

Non Applicable

Non Applicable

Funded Program:

U1 UTILITIES

Service Category: Waste Water Services

FY12 CLS # 503

Proponent: DPW

Contact: Mr. Randy Butler (580) 442-3015/4087

Common Levels Of Support (CLS)

503	A	Government-Owned Waste Water Treatment Plants and Collection Systems
		This SSP provides domestic and industrial waste water treatment services using Government-owned plants and collection systems. Includes all in-house and contract (service contract and commercial activities contract) costs to operate the plants and collection systems. On Fort Sill Sewage (80% KGAL water x rate/KGAL x 12 mo).
	B	Privatized Waste Water Treatment Plants and Collection Systems
		This SSP provides domestic and industrial waste water treatment services via a Utilities Privatization contract. Includes all utilities privatization contract costs to operate, maintain, repair and recapitalize the plants and collection systems. This SSP also provides Quality Assurance/Contract Surveillance of contractor operations of the waste water plants and collection systems that have been privatized under the Army's Utilities Privatization Program. 50-yr privatized contract; Garrison collects Tenants' payments.
	C	Purchased Waste Water Services (from other than a Utilities Privatization Contractor)
		This SSP provides waste water treatment services from off-post sources, e.g., local utility, city, or municipality, or cooperative; for example, Municipal Services at Fort Gordon. This SSP also funds one-time hook-ups (connection charges) for waste water services to existing utility systems.
	Funded Program:	

Non Applicable

U1 UTILITIES

Service Category: Other Utility Services

FY12 CLS # 504

Proponent: DPW

Contact: Mr. Randy Butler (580) 442-3015/4087

Common Levels Of Support (CLS)		
504	A	Alternative-Financed Energy Efficiency Improvements
		This SSP provides up to 10% of utilities and equipment to improve energy efficiency via alternative financing methods such as Energy Savings Performance Contracts (ESPC) and Utility Energy Services Contract (UESC). <i>On Fort Sill Gas (#MMBTU x rate/MMBTU x 12 mo).</i>
	B	Privatized Natural Gas and/or Propane Plants and Distribution Systems
		This SSP provides natural gas/propane for heating, domestic hot water, cooking, power generation, and other miscellaneous uses via a Utilities Privatization contract. Includes all utilities privatization contract costs to operate, maintain, and recapitalize the plants and distribution systems. This SSP also provides Quality Assurance/Contract Surveillance of contractor operations of the natural gas/propane plants and distribution systems that have been privatized under the Army's Utilities Privatization Program. <i>On Fort Sill 50-yr privatization contract; Garrison collects Tenants' payments & then reimburses the applicable commodity".</i>
	C	Purchased Natural Gas/Propane Services (from other than a Utilities Privatization Contractor)
		This SSP provides natural gas/propane for heating, domestic hot water, cooking, power generation, and other miscellaneous uses from off-post sources, e.g., local utility, city, municipality, or cooperative. This SSP also funds one-time hook-ups (connection charges) for natural gas/propane services to existing utility systems. <i>Reimburse for gas. (Garrison collects tenants payments)</i>
		Funded Program:



REPLY TO
ATTENTION OF:

DEPARTMENT OF THE ARMY
US ARMY INSTALLATION MANAGEMENT COMMAND
HEADQUARTERS, UNITED STATES ARMY GARRISON, FORT SILL
462 NW HAMILTON ROAD
FORT SILL, OKLAHOMA 73503

DRAFT: 1 Jun 13

**MEMORANDUM OF AGREEMENT
BETWEEN
UNITED STATES ARMY GARRISON FORT SILL
AND
WHOEVER THEY ARE**

SUBJECT: Support of the

1. References:

a. DoDI 4000.19, Support Agreement, 25 April 2013.

b. **Insert other applicable regs as necessary. State what gives legal authority to enter into this agreement.**

2. Purpose. To set forth the conditions under which **XXXXXX**.

3. Background OR Problem. **INSERT INFORMATION ON THE ISSUE.**

4. Scope. **Insert the who, where, what function, etc., the MOA applies to or covers. May delete this para if the info is already included in the Purpose.**

5. Responsibilities of the United States Army Garrison Fort Sill (GARRISON).

a.

b.

6. Responsibilities of THE OTHER PARTY.

a. Has determined/shall ensure that the purchase of goods or services described in this agreement is in the best interest of the Government and serves a bona fide need. **(USE THIS PARA FOR THOSE RARE REIMBURSABLE MOAS WHERE A FEDERAL RECEIVER MUST REIMBURSE.)**

DRAFT: 1 Jun 13

SUBJECT: Support of the

7. Agreements and Understandings of All Parties.

a. This document survives the departure or position change of any of the signatories. It remains in effect until canceled by mutual agreement or until canceled by 180 days advance written notice to the other party. It shall be reviewed at least every three years and may be amended upon mutual consent of all parties.

b. Each party shall provide sufficient advance notice in writing to the other prior to changing, reducing, or terminating this agreement and/or any aspect of support provided.

c. Each party shall waive all claims against the other for compensation of any loss, damage, injury, or death occurring as a consequence of the performance of this agreement.

8. Points of Contact (POCs).

a. GARRISON.

(1) Technical POC.

(2) MOA POC. Ms. Winona Morris, Garrison Support Agreements Manager (SAM), Manpower and Agreements Division, Resource Management Office (RMO), 462 NW Hamilton Fort Sill, OK 73503-9004, (580) 442-3560 [Bldg 467], fax ext. 7978, e-mail: winona.f.morris.civ@mail.mil.

b. **OTHER PARTY.**

9. Effective Date. Date of the last signature below **OR** **INSERT DATE**.

NAME
Title
Organization

PAUL S. HOSSENLOPP
COL, FA
Garrison Commander

(Date)

(Date)

Appendix B

CONTRACTOR FACILITY SUPPORT REQUEST

For use of this form, see OACSIM's 4th Quarter, Fiscal Year 2009 Army Stationing and Installation Plan Editor Guidance.

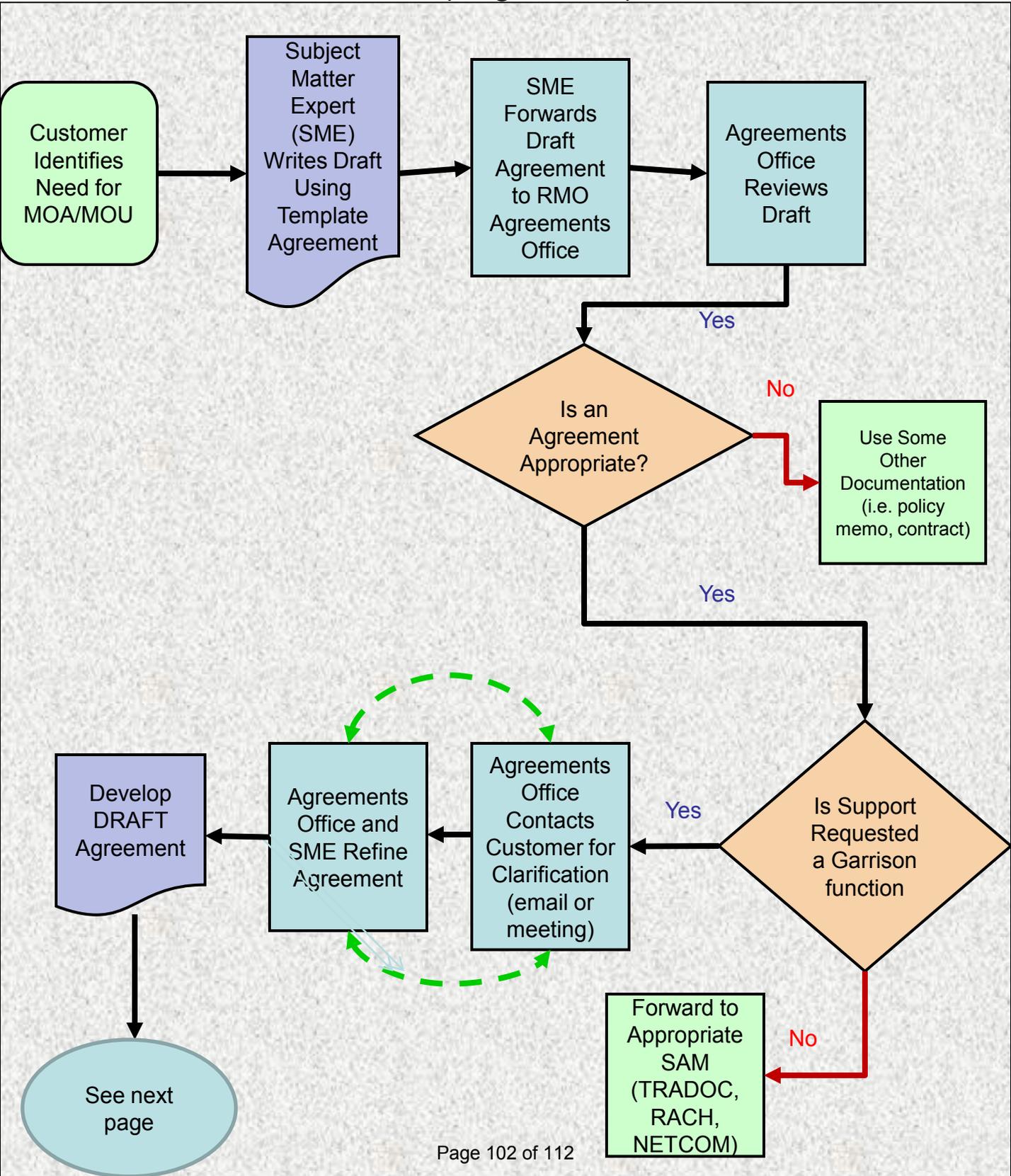
I - Contractors occupying facilities on the installation.

1a. ASIP UIC		2a. SUP_UIC		2b. Supported Unit Desc.		2c. POC Name		2d. POC Address		2e. POC Commercial Phone		2f. POC Email					
2g. Contractor Location <small>Must supply one of following:</small>		2g1. Bldg Number		2g2. STACO		2g3. Site UID		6. Total Personnel (TP) Hired [Faces]									
4a. Hiring UIC		4b. Hiring Unit/Agency		TP	FY09	TP	FY10	TP	FY11	TP	FY12	TP	FY13	TP	FY14	TP	FY15
5a. Contractor/Company Name		5b. Contract Description		5c. Contract Number		5d. Task Order Number <small>(only if used)</small>		5e. Start Date: (MM/DD/YYYY)		5f. End Date: (MM/DD/YYYY)		5g. Task Order Start Date: (MM/DD/YYYY)		5h. Task Order End Date: (MM/DD/YYYY)		5i. Task Order Recompete (Yes/No)	
7a. Contractor Function (Type Support)		ADM	ADM	ADM	ADM	ADM	ADM	ADM	ADM	ADM	ADM	ADM	ADM	ADM	ADM	ADM	ADM
7b. Total Full Time Equivalent that Require Facilities. Identified by CATCO		AMT	AMT	AMT	AMT	AMT	AMT	AMT	AMT	AMT	AMT	AMT	AMT	AMT	AMT	AMT	AMT
7c. Total Full Time Equivalent that Require Facilities. Identified by CATCO		DFC	DFC	DFC	DFC	DFC	DFC	DFC	DFC	DFC	DFC	DFC	DFC	DFC	DFC	DFC	DFC
7d. Total Full Time Equivalent that Require Facilities. Identified by CATCO		FUL	FUL	FUL	FUL	FUL	FUL	FUL	FUL	FUL	FUL	FUL	FUL	FUL	FUL	FUL	FUL
7e. Total Full Time Equivalent that Require Facilities. Identified by CATCO		DPW	DPW	DPW	DPW	DPW	DPW	DPW	DPW	DPW	DPW	DPW	DPW	DPW	DPW	DPW	DPW
7f. Total Full Time Equivalent that Require Facilities. Identified by CATCO		ITS	ITS	ITS	ITS	ITS	ITS	ITS	ITS	ITS	ITS	ITS	ITS	ITS	ITS	ITS	ITS
7g. Total Full Time Equivalent that Require Facilities. Identified by CATCO		INS	INS	INS	INS	INS	INS	INS	INS	INS	INS	INS	INS	INS	INS	INS	INS
7h. Total Full Time Equivalent that Require Facilities. Identified by CATCO		INT	INT	INT	INT	INT	INT	INT	INT	INT	INT	INT	INT	INT	INT	INT	INT
7i. Total Full Time Equivalent that Require Facilities. Identified by CATCO		MED	MED	MED	MED	MED	MED	MED	MED	MED	MED	MED	MED	MED	MED	MED	MED
7j. Total Full Time Equivalent that Require Facilities. Identified by CATCO		SEC	SEC	SEC	SEC	SEC	SEC	SEC	SEC	SEC	SEC	SEC	SEC	SEC	SEC	SEC	SEC
7k. Total Full Time Equivalent that Require Facilities. Identified by CATCO		RNG	RNG	RNG	RNG	RNG	RNG	RNG	RNG	RNG	RNG	RNG	RNG	RNG	RNG	RNG	RNG
7l. Total Full Time Equivalent that Require Facilities. Identified by CATCO		RTD	RTD	RTD	RTD	RTD	RTD	RTD	RTD	RTD	RTD	RTD	RTD	RTD	RTD	RTD	RTD
7m. Total Full Time Equivalent that Require Facilities. Identified by CATCO		SUP	SUP	SUP	SUP	SUP	SUP	SUP	SUP	SUP	SUP	SUP	SUP	SUP	SUP	SUP	SUP
7n. Total Full Time Equivalent that Require Facilities. Identified by CATCO		VMT	VMT	VMT	VMT	VMT	VMT	VMT	VMT	VMT	VMT	VMT	VMT	VMT	VMT	VMT	VMT
7o. Total Full Time Equivalent that Require Facilities. Identified by CATCO		ARM	ARM	ARM	ARM	ARM	ARM	ARM	ARM	ARM	ARM	ARM	ARM	ARM	ARM	ARM	ARM
7p. Total Full Time Equivalent that Require Facilities. Identified by CATCO		Other (Insert Below)															
8a	Concur / Non-Concur	Comments		Name & Phone #													
	DPW / RP																
	RMO																

AGREEMENTS OFFICE

Memorandums of Agreement/Understanding (MOA/MOU)

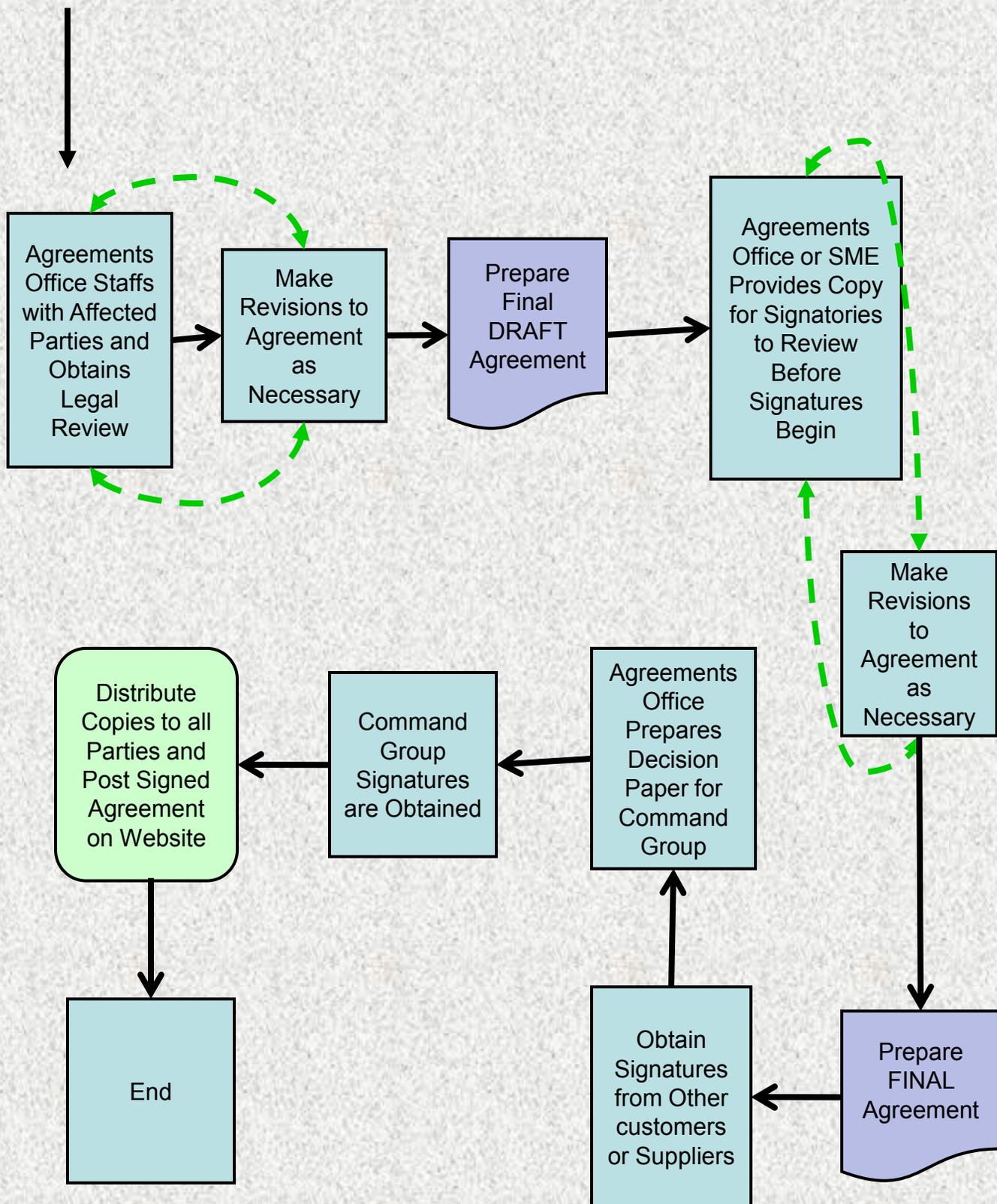
Process (Page 1 of 2)



AGREEMENTS OFFICE

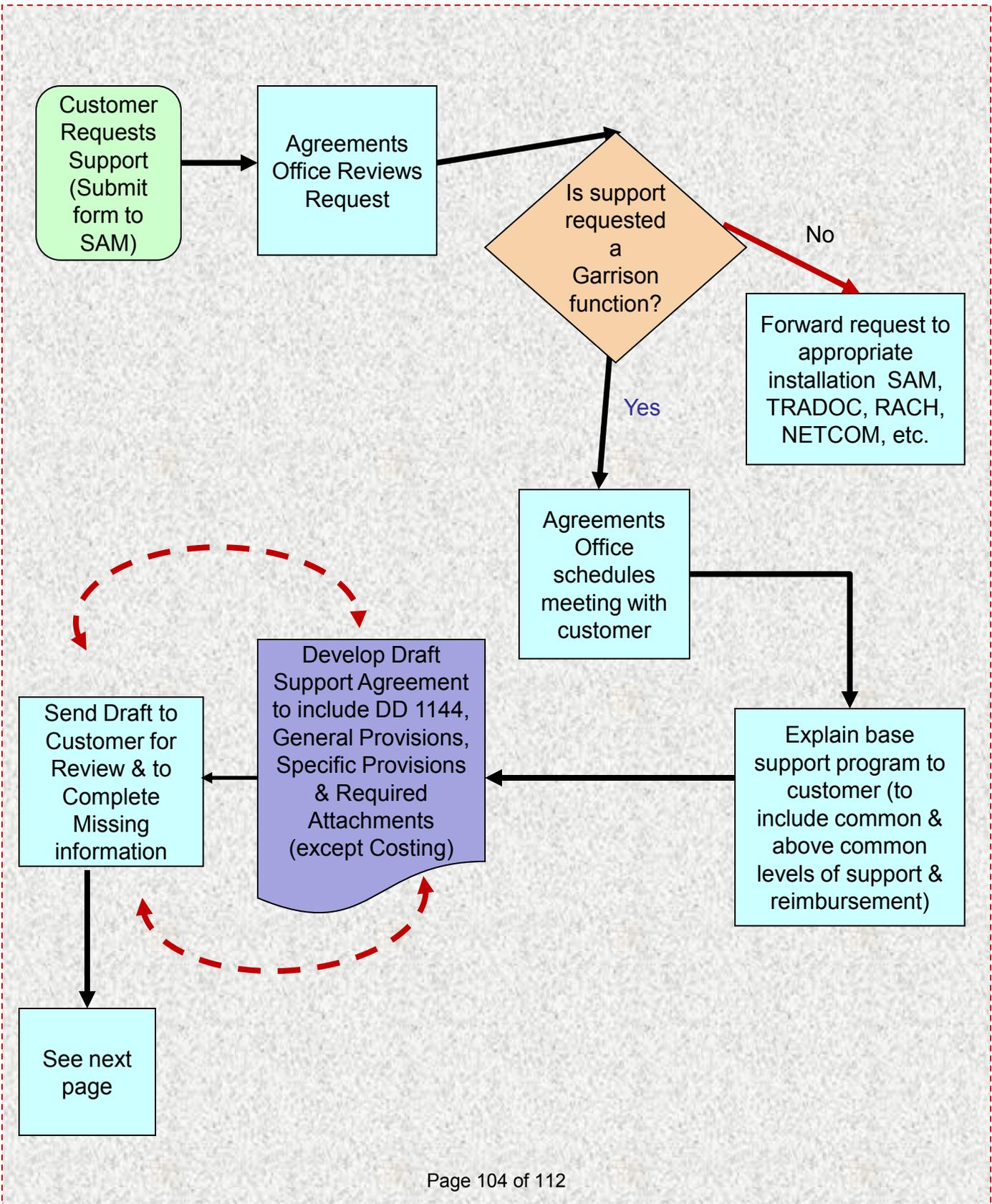
Memorandums of Agreement/Understanding (MOA/MOU)

Process (Page 2 of 2)



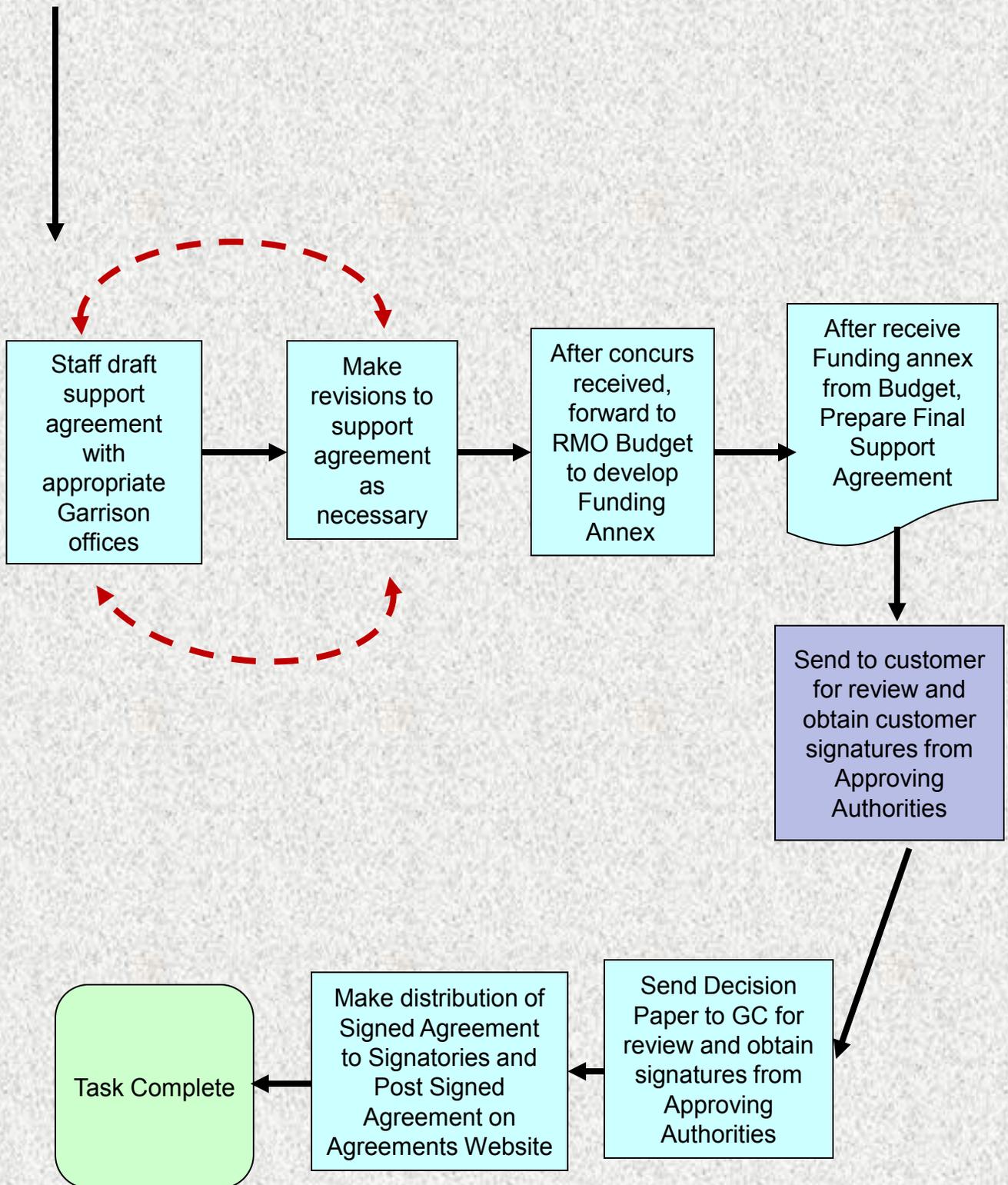
AGREEMENTS OFFICE

Support Agreement (SA) Process (Page 1 of 2)



AGREEMENTS OFFICE

Support Agreement (SA) Process (Page 2 of 2)



Agreement Request Sheet

Heading Information	
Name & address for request organization. (using the example on the right)	Commander US Army Garrison Fort Sill (IMSI-RMM) 462 NW Hamilton Road Fort Sill, OK 73503
POC Information	
Activity Point of Contact Name: Address: E-Mail: Phone DSN: - Fax DSN: - Com:()- - Com:()- - Cell:()- - Cell:()- - (this is the person who we will go through for answers)	Support Agreement Manager Name: Address: E-Mail: Phone DSN: - Fax DSN: - Com:()- - Com:()- - Cell:()- - (this is the agreements manager for the organization. It may be the same as the POC)
Signature Authority (Comptroller & Approving Official)	
Approving Authority. (should be equivalent rank of USAG Sill Garrison Commander). Name: Title: Organization: Telephone:	Budget/Comptroller <u>Point of Contact</u> Name: Title:
Personnel	
On Board Strength	
Active Army Military Officers: Enlisted: Other Military Services (specify, i.e. Navy, Air Force, Marines, etc.) Officers: Enlisted	DoD civilians: Contractors (See page 3)

UNIT MISSION STATEMENT (UNCLASSIFIED)					
Supported Units					
Unit	DODAAC/UIC	Off	Enl	DoD Civ	DoD Cont
Unit	DODAAC/UIC	Off	Enl	DoD Civ	DoD Cont
Unit	DODAAC/UIC	Off	Enl	DoD Civ	DoD Cont

General Questions

1. Will your organization have aircraft flying in/out/around HPAAF?

Yes No

2. Will your organization have aircraft flying in/out/around Falcon Range or one of our drop zones?

Yes No

3. Does your organization need Audio & Visual Support?

Yes No

4. Does your organization want USAG Sill to provide EEO Support?

Yes No

5. Does your organization want to use our installation EEO Officer?

Yes No

6. Does your organization want Custodial Support?

Yes No

7. Does your organization want Entomology Service?

Yes No

8. How is your unit funded? What appropriation? OMA OMAR WCF Other: _____

9. Does your organization want DPW to maintain grounds (mowing, trimming, etc.)?

Yes No

10. Does your organization want to use USAG Sill's training ranges?

Yes No

11. Does your organization require mission unique fire/emergency support?

Yes No

12. Does your organization want USAG Sill to provide postage for mail?

Yes No

13. Does your organization want Police Support for Special Events?

Yes No

14. Does your organization want USAG Sill to remove its Refuse?

Yes No

15. Does your organization want to increase its number of dumpsters?

Yes No

16. Does your organization require training support (TADSS/MILES various classes/courses, use of our training ranges, or training aids from TSC)?

Yes No

17. Does your organization require graphic training aids from TSC?

Yes No

18. Does your unit utilize the General Fund Enterprize Buisness Sytem (GFEBS) for accounting purposes?

Yes No

POINTS OF CONTACT for Additional Service Owners

Adventure Travel (580) 250-4040

Civilian Personnel Services

Civilian Personnel Services are provided by the Civilian Personnel Advisory Council (CPAC) office on Fort Sill. CPAC is a tenant organization, (US Army Civilian Human Resources Agency (CHRA). Detailed technical questions may be directed to CPAC (PECP-SWR-R), (580) 442-5426, Bldg 1721, or on the web <http://sill-www.army.mil/usag/cpac/>.

Equal Opportunity (EO) Office

Provides advice and assistance to commanders, directors, managers, soldiers, family members, in understanding, executing or managing a full service Equal Opportunity Program for the United States Army Field Artillery School Fires Center and Tenant Organizations, objectives include ensuring fair and equal treatment without regard to race, color, religion, gender, or national origin, and maintain an environment free of sexual harassment that fosters fitness, cohesion and promotes military readiness through the maximum development and utilization of human resources. <http://sill-www.army.mil/USAG/eo/index.html>

Facilities & Real Property Support

This service is provided for in the Garrison agreement. For specific information the point of contact for Fort Sill is Master Planning Division (IMSI-PW), Directorate of Public Works (DPW). Mailing address is 6607 NW Fort Sill Blvd, Bldg 1950, Fort Sill, OK 73503-1899. Telephone number is DSN 639 or (580) 442-2670/5945 and fax ext. 4621. Email address is; [http://sill-www.army.mil/USAG/dpw/Master %20Planning.html](http://sill-www.army.mil/USAG/dpw/Master_%20Planning.html)

Inspector General

The Inspector General (IG) teaches and trains, provides assistance as requested, and conducts inspections and investigations as directed by the Commanding General for and throughout the United States Army Field Artillery Center and Fort Sill to assist commanders in achieving disciplined and combat -ready units and to maintain operational effectiveness of the command. The office is in Bldg 463, Telephone DSN 639 or (580) 442-3173/3109. <http://sill-www.army.mil/USAG/IG/index.html>

MEDDAC Support

Contact: Support Agreements Manager, MEDDAC Agreements Office, Phone: (580) 458-2088

<http://wwwrach.sill.amedd.army.mil/>

Mission and Field Artillery Center School Support

Contact: Supports Agreements Manager, TRADOC Mission Support Agreements Office, Phone: (580) 442-3786

Mobilization Support

Mobilization. Contact the directorate of Plans, Training, Mobilization and Security (DPTMS); DSN 639 or (580) 442-3828/3403; Bldg 445; to document mobilization requirements in the installation mobilization plan. To access its web site, go to; <http://sill-www.army.mil/usag/DPTMS/index.html>

Mission and Installation Contracting Command

Mission and Installation Contracting Command (MICC) is a tenant organization on Fort Sill. In accordance with a higher headquarters agreement, their support is not included in the Garrison Agreements. For detailed technical questions, please contact the MICC via their website at; <http://sill-www.army.mil/USAG/DOC/> .

External Support Office

Logistics. Support Agreements Manager, Directorate of Logistics (DOL); DSN 639 or (580) 442-3404, 2258 Randolph Rd Fort Sill, OK 73503. For detailed technical questions, please contact the DOL via their website at; <http://sill-www.army.mil/USAG/DOL/index.html>

Network enterprise Command (NEC) Support

NEC process all LAN, telephones, their agreement manager can be contacted at (580) 442-0701. For detailed technical questions, please contact the NEC via their website; <http://sill-www.army.mil/nec/>