INSTALLATION MANAGEMENT

Table of Contents

		Page
Preface		vii
PART ONE:	FUNDAMENTALS FOR THE FUTURE	
	The Imperatives and Installation Management Cools	
CHAPTER	The Imperatives and Installation Management Goals	
	INSTALLATION DEFINED	1-1
	NATIONAL SECURITY STRATEGY	1-1
	THE ARMY STRATEGIC ISSUES	1-2
	THE INSTALLATION COMMANDER AS A FORCE INTEGRATOR	1-3
	THE ARMY IMPERATIVES	1-3
	INSTALLATION MANAGEMENT GOALS	1-4
	PRINCIPLES FOR ACHIEVING MANAGEMENT GOALS	1-6
CHAPTER 2	Organizational Concepts	
	INSTALLATION COMMANDER	2-1
	GARRISON COMMANDER AND INSTALLATION SUPPORT ACTIVITY COMMANDER	2-1
	AREA SUPPORT GROUP (ASG) COMMANDER	2-1
	BASE SUPPORT BATTALION (BSB) COMMANDER	2-2
	INSTALLATION ORGANIZATIONAL RELATIONSHIPS	2-2
	TYPES OF ORGANIZATIONS	2-2
	FUNCTIONAL GROUPINGS OF ORGANIZATION	2-2
	INSTALLATION OPERATING RELATIONSHIPS	2-3
	ARMY ORGANIZATION FOR INSTALLATION MANAGEMENT	2-4

Distribution Restriction: Approved for public release; distribution is unlimited.

FM 100-22

CHAPTER 2	Organizational Concepts continued	Page
	INSTALLATION MANAGEMENT ORGANIZATION	2-5
	CONSOLIDATION AND REGIONALIZATION	2-8
	SUPPORT AGREEMENTS AND TENANT UNITS	2-8
	NEW DIRECTIONS	2-9
CHAPTER 3	Installation Management Programs	
	ELEMENTS OF SUCCESS	3-1
· · · · ·	TOTAL ARMY QUALITY (TAQ)	3-1
	ARMY COMMUNITIES OF EXCELLENCE (ACOE) PROGRAM	3-2
	INSTALLATION OF EXCELLENCE	3-2
	BUSINESS PRACTICES OF EXCELLENCE	3-3
	HUMAN RESOURCE DEVELOPMENT TRAINING	3-4
	INSTALLATION STATUS REPORT	3-5

PART TWO: CRISIS MANAGEMENT

CHAPTER 4	Readiness	
	MISSION READINESS	4-1
	READINESS DEFINITIONS	4-1
	INSTALLATION READINESS TASKS	4-2
CHAPTER 5	Mobilization, Deployment, Redeployment, and Demobilization (MDRD)	
	MDRD ORGANIZATION	5-1
	MOBILIZATION PHASES	5-2
	SUSTAINING BASE SUPPORT-FORCE PROJECTION PLATFORMS	5-5
	FACILITIES REQUIREMENTS	5-6
	DEPLOYMENT PHASES	5-7
	REDEPLOYMENT PHASES	5-7
	DEMOBILIZATION PHASES	5-8
CHAPTER 6	Domestic Support Operations	
	RESPONSIBILITIES	6-1
	BASE SUPPORT INSTALLATIONS (BSI)	6-2
	FEDERAL RESPONSE PLAN	6-2
	SUMMARY	6-3

PART THREE	: BASE SUPPORT OPERATIONS	Page
CHAPTER 7	Training Support	
	INSTALLATION SERVICES AND SUPPORT MATERIALS	7-1
	THE INTEGRATED TRAINING AREA MANAGEMENT (ITAM) PROGRAM	7-4
	MOBILIZATION CONSIDERATIONS	7-4
CHAPTER 8	Personnel and Community Activities	
	CIVILIAN PERSONNEL MANAGEMENT	8-1
	MILITARY PERSONNEL MANAGEMENT	8-4
	COMMUNITY AND FAMILY ACTIVITIES	8-5
	COMMUNITY AND FAMILY PROGRAMS MANAGEMENT PRINCIPLES	8-5
	MWR SUPPORT MOBILIZATION, CONTINGENCY, AND WARTIME OPERATIONS	5 8-7
	ARMY COMMUNITY SERVICE (ACS)	8-8
CHAPTER 9	Engineering Management	
	THE ENGINEERING MANAGEMENT STRUCTURE	9-1
	OUTYEAR MANAGEMENT SYSTEMS	9 -2
	AUTOMATED ENGINEERING MANAGEMENT SYSTEMS	9-2
	KEY POLICIES	9 -2
CHAPTER 10	Contract Management	
	THE ACQUISITION PROCESS	10-1
	SCOPE AND MAGNITUDE OF INSTALLATION ACQUISITION	10-1
	LAWS AND REGULATIONS	10-2
	AUTHORITY AND RESPONSIBILITY	10-3
	INSTALLATION CONTRACTING PROCESS	10-3
	COMPETITION IN CONTRACTING	10-7
	US GOVERNMENT BANKCARD	10-9
	CONTACTS WITH INDUSTRY REPRESENTATIVES	10-9
	RECEIVING UNSOLICITED PROPOSALS	10-10
	CONTRACTING SUPPORT FOR DEPLOYING UNITS	10-10
CHAPTER 11	Logistics Management	
	INSTALLATION LOGISTICS RESPONSIBILITIES	11-1
	ARMING	11-1
	FUELING	11-2

CHAPTER 11	Logistics Management continued	Page
	FIXING	11-3
	MOVING	11-4
	SUSTAINING	11-4
	DOL RESPONSIBILITIES	11-5
	LOGISTICS SUPPORT IN AMC	11-6
	OTHER LOGISTICS SUPPORT	11-6
CHAPTER 12	Housing Management	
	INSTALLATION FAMILY HOUSING	12-1
	UNACCOMPANIED PERSONNEL HOUSING MANAGEMENT	12-4
	TRANSIENT HOUSING MANAGEMENT	12-4
	GENERAL OFFICER QUARTERS MANAGEMENT	12-4
	HISTORIC FAMILY HOUSING MANAGEMENT	12-5
	FISHER HOUSES	12-5
	FURNISHINGS MANAGEMENT	12-5
	DEFERRED MAINTENANCE AND REPAIR	12-6
	FAMILY HOUSING FACILITIES MANAGEMENT INITIATIVES	12-6
	BARRACKS INITIATIVES	12-7
	TRANSIENT HOUSING INITIATIVES	12-7
	OUTLOOK	12-7
CHAPTER 13	Information Management	
	PRINCIPLES OF INFORMATION MANAGEMENT	13-1
	INFORMATION MANAGEMENT STRUCTURE	13-1
	INFORMATION MANAGEMENT PROCEDURES AND PROCESSES	13-3
	MANAGEMENT ESSENTIAL	13-5
	INFORMATION MANAGEMENT'S NEW DIRECTION	13-5
	TELECOMMUNICATIONS	13-6
	AUTOMATION	13-6
	RECORDS MANAGEMENT, PUBLISHING & PRINTING, AND LIBRARY MANAGEMENT	13-7
	VISUAL INFORMATION	13-7
CHAPTER 14	Financial Management	
	DEFINITION	14-1
	FINANCIAL MANAGEMENT STRUCTURE	14-1

CHAPTER 14	Financial Management continued	Page
	PLANNING, PROGRAMMING, AND BUDGETING SYSTEM	14-1
	FUTURE YEARS DEFENSE PROGRAM	14-2
	PLANNING, PROGRAMMING, BUDGETING, AND EXECUTION SYSTEM	14-2
	ARMY APPROPRIATIONS	14-2
	AUTHORIZATION AND APPROPRIATION	14-4
	COMMITMENT AND OBLIGATION	14-4
	CONTINUING RESOLUTION AUTHORITY	14-4
	WORKING CAPITAL FUNDS	14-4
	DEFENSE BUSINESS OPERATIONS FUND	14-5
	NONAPPROPRIATED FUNDS (NAF)	14-7
	INSTALLATION FINANCIAL MANAGEMENT ORGANIZATION	14-8
	PROGRAM BUDGET ADVISORY COMMITTEE (PBAC)	14-8
	FINANCIAL TOOLS	14-8
	FINANCIAL AND PROGRAM PERFORMANCE INITIATIVES	14-9
	REVIEW AND ANALYSIS	14-10
	MANPOWER MANAGEMENT	14-10
	FINANCE AND ACCOUNTING OPERATIONS	14-10
	RESOURCE RECOVERY AND RECYCLING PROGRAM (RRRP)	14-10
CHAPTER 15	Environmental Management	
	POLICY	15-1
	CRITICAL ELEMENTS FOR SUCCESS	15-3
	ENVIRONMENTAL PROGRAMS	15-3
	INSTALLATION TEAM FOR ENVIRONMENTAL MANAGEMENT	15-8
CHAPTER 16	Installation Safety Program	
	ARMY SAFETY VISION	16-1
	ORGANIZATIONAL RELATIONSHIPS	16-2
	POLICY	16-2
	RESPONSIBILITIES	16-2
	TECHNICAL RESPONSIBILITIES	16-4
	STAFF RELATIONSHIPS	16-4
	RISK MANAGEMENT	16-4
	FUTURE DIRECTIONS	16-5
CHAPTER 17	Health Services	
	MEDICAL READINESS	17-1

CHAPTER 17	Health Services continued	Page
	MISSION	17-1
	STAFF RELATIONSHIPS	17-1
	INSTALLATION HEALTH SERVICES SUPPORT	17-2
	EXPANSION AND SURGE CAPABILITIES	17-3
	FAMILY SUPPORT	17-3
	NEW DIRECTIONS	17-4
CHAPTER 18	Law Enforcement and Security	
	AUTHORITY OF MILITARY COMMANDERS	18-1
	POLICY	18-1
	RESPONSIBILITIES	18-1
	LAW ENFORCEMENT SERVICES	18-2
	MAGISTRATE'S COURT	18-3
	PHYSICAL SECURITY	18-3
	SERIOUS INCIDENT REPORT (SIR)	18-4
	CRIMINAL INVESTIGATIONS	18-4
	SUPPLEMENTING RESOURCES	18-5
CHAPTER 19	The OCONUS Environment	
	THE OCONUS ORGANIZATION	19-1
	RESHAPING THE FORCE	19-1
	ORGANIZATIONAL CONCEPTS	19-1
	SUPPORT AGREEMENTS AND TENANT UNITS	19-2
	CRISIS MANAGEMENT	19-2
	PERSONNEL AND COMMUNITY ACTIVITIES	19-2
	INSTALLATION DPW MANAGEMENT	19-2
	INSTALLATION DOL RESPONSIBILITIES	19-3
	LAW ENFORCEMENT SERVICES	19-3
	SUMMARY	19-3
Glossary		Glossary-1
References		References-1
Index		index-1

Preface

The National Military Strategy, embracing principles of-Deterrence, Forward Presence, Crisis Response, and Reconstitution, requires a revisioning for Army installations, Central to this new installation role is the capacity to respond rapidly from the CONUS base with overwhelming force in response to regional crises, to enhance deterrence, and to perform peacetime missions. This strategy marks the dawn of a new era for Army installation management and philosophy.

Installations of the twenty-first century must have the capability to train, mobilize, deploy, sustain, support, recover, and reconstitute assigned and mobilized operating forces, The traditional boundary between tactical and sustaining base activities will disappear as the installation power projection platform assumes an active role in the welfare of deployed operating forces.

The installation/garrison commander has enormous responsibilities as he guides the installation to support the National Strategy and the movement of our installations to power projection platforms. To execute this successfully, the commander must understand the core installation management functions and understand the responsibilities of an installation commander.

FM 100-22 provides guidance for readiness, business practices, and quality of life as it pertains to military installation management. This publication provides the processes for the core installation management functions.

The proponent of this publication is HQ TRADOC. Send comments and recommendations on DA Form 2028 directly to Commandant, USALMC, ATTN: ATSZ-LSI, Fort Lee, Virginia 23801-6050.

Unless this publication states otherwise, masculine nouns or pronouns do not refer exclusively to men.

PART ONE

FUNDAMENTALS FOR THE FUTURE

CHAPTER 1

The Imperatives and Installation Management Goals

Commanders exercise installation management when they plan, organize, staff, direct, and control activities to accomplish the installation's mission. This defines the role of the installation in the achievement of the overarching goals of the Army and the military strategy. The commander's mission is to build installations of excellence. This is done by maintaining readiness requirements, executing sound business practices, and enhancing the quality of life of the military community. This links the mission to the overarching goals of the national military strategy. The mission supports the role the Army and each installation plays within that strategy. Commanders face this challenge regardless of the role of the installation they command. It could be the home of a deploying force, an ammunition plant, a major training center, or other supporting activity.

CONTENTS	Darta
INSTALLATION DEFINED	Page 1-1
NATIONAL SECURITY STRATEGY	1-1
THE ARMY STRATEGIC ISSUES	1-2
THE INSTALLATION COMMANDER AS A FORCE INTEGRATOR	1-3
THE ARMY IMPERATIVES	1-3
INSTALLATION MANAGEMENT GOALS	1-4
PRINCIPLES FOR ACHIEVING MANAGEMENT GOALS	1-6

INSTALLATION DEFINED

An installation is an aggregation of contiguous or near continguous common mission-supporting real property holdings under the jurisdiction of the Department of Defense controlled by and at which an Army unit or activity is permanently assigned. The Army organizes installations using tables of organization and equipment, tables of distribution and allowance, and personnel

NATIONAL SEC The National Security Strategy of containment, which served the nation through the cold war, has evolved into a strategy of enlargement — expanding the world community of free-market democracies. In support of that National Security Strategy, the Armed Forces are pursuing a strategy of engagement. Engagement is the United States remaining involved as a world leader. The fundamental tenets of our engagement strategy are Deterrence, Warfighting and Operations Other Than War. The Army's role in this strategy is to continue providing well-led, well-trained and wellequipped forces to combatant commanders. resource documents. Installations, are designed to support America's Army. Activities on the installation receive installation support in accomplishing their missions. Examples of these are schools, hospitals, reserve component elements, and Army divisions. An installation can be compared to a civilian community or a city where people work, train, live, and play.

NATIONAL SECURITY STRATEGY

As we move into the twenty-first century, the Army will be smaller, CONUS-based, power projection, regionally focused force required to maintain a 360 degree view of the world. The Army's power projection force emphasizes versatility and adaptability within units, joint and combined capabilities, enhanced lethality, global sustainability, and rapid deployability. Our installations have a direct role in the marshaling, training, and deploying of these forces. Army installations in both CONUS and forward presence locations will serve as launching and recovery pads. These projection platforms will sustain and recover deployed forces.