



# United States Department of the Interior

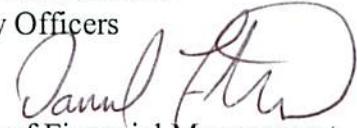
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WASHINGTON, D.C. 20240

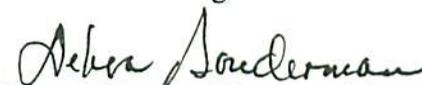


JUL 23 2007

## Memorandum

To: Bureau Finance Officers  
Bureau Procurement Officers  
Bureau Property Officers

From: Daniel Fletcher   
Director, Office of Financial Management

Debra Sonderman   
Director, Office of Acquisition and Property Management

Subject: GSA Real Property Capitalization

This memorandum supplements the capitalization requirements issued in the Real Property Financial Management Policy (RPFMP) by Deputy Assistant Secretary - Business Management and Wildland Fire on April 30, 2003.

Bureaus should not capitalize a GSA occupancy agreement (OA) or leasehold improvements under a GSA OA since these improvements are already capitalized by GSA as appropriate. However, bureaus should capitalize leasehold improvements if GSA issues a separate reimbursable work agreement (RWA) for the improvements and it meets the general capitalization criteria.

If you have questions regarding this guidance, please contact Patricia Halseth, PFM at (202) 208-4703 or [patricia\\_halseth@ios.doi.gov](mailto:patricia_halseth@ios.doi.gov).