United States Department of the Interior

OFFICE OF THE SECRETARY
Washington, DC 20240

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Department of the Interior Property Policy Release (DIPPR) 2014-01

Subject: **Designation of Radio Communication Equipment as System-Controlled Property**

References: Interior Property Management Directives (IPMD) Section 114-60.300, *Personal Property Administration*; and IPMD Section 114-60.100, *Definitions*

1. **Purpose:**

The purpose of this DIPPR is to designate radio communication equipment (RCE) as system-controlled property, regardless of cost or acquisition method.

2. **Effective Date:**

Effective immediately upon issuance.

3. **Expiration Date:**

No expiration unless cancelled or superseded.

4. **Background and Explanation:**

The Department relies on RCE as a critical component of employee and public safety, emergency management and efficient management of our public lands. In 2007, the Office of Inspector General (OIG) issued an audit report, *Department of the Interior Radio Communications Program* (Report No. C-IN-MOA-0007-2005), which recommended that the Department implement the following best practice: "Establish a universal property management and radio system network database to better identify existing resources Department-wide and to help identify resource-sharing opportunities within DOI."

Designation of RCE as system-controlled property establishes the requirement to record all RCE in the Financial and Business Management System (FBMS), the property management system of record, which will provide greater Department-wide visibility over RCE assets and ensure that RCE is properly accounted for and within bureau/office control.

5. **Action Required:**

Bureaus and offices are responsible for establishing policy and procedures to implement the following actions:

- Manage all RCE as systems-controlled property, regardless of cost or acquisition method, in accordance with the provisions of IPMD Section 114-60.300.
- Record all RCE in FBMS using asset class numbers 33CA58RD and 33NC58RD, and appropriate UPCs.

6. **Additional Information:**

For questions regarding this DIPPR, please contact Albert Green, Office of Acquisition and Property Management, at (202) 513-7542 or by e-mail at Albert_Green@ios.doi.gov.

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