

REAL ESTATE

Assignment, Activation, Designation, Classification and Transfer of Air Force Installations

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SECTION A—GENERAL

1. What This Regulation Does. This regulation fixes responsibilities and prescribes procedures for assignment, activation, inactivation, designation, classification, and transfer of installations under the jurisdiction of the Air Force. Its application to industrial installations is only in matters pertaining to designation and classification.

2. Material Directed to Headquarters USAF. Copies of all documents required by this regulation and any matters referred to Headquarters USAF under the provisions of this regulation will be addressed to: Director of Real Property, Headquarters USAF, ATTENTION: Realty Documents Branch, Washington 25, D. C.

3. Definitions:

a. *Real Property*—Lands and interests therein, leaseholds, buildings, improvements, appurtenances thereto, piers, docks, warehouses, rights-of-way, easements, whether temporary or permanent, and improvements permanently attached thereto.

b. *Installation*—A separately located and defined area of real property in which the Air Force exercises a real property interest or where

the Air Force has jurisdiction over real property by agreement with foreign governments, or by rights of occupation.

- (1) *Primary Installation*—A self-supporting installation with or without an aircraft operating area, on which the facilities provide for administrative and operational activities to accomplish a given mission.
- (2) *Auxiliary Installation*—An installation with an aircraft operating area, on which the facilities provide operational activities in support of a primary installation and which is dependent upon a primary installation for administrative and/or logistical support.
- (3) *Off-Base Installation*—An installation, without an aircraft operating area, on which the facilities provide operational, administrative, and/or logistical support to a primary or auxiliary installation and which is dependent upon those installations for other support.
- (4) *Detached Installation*—An installation comprised of only leased land, leased office space, or leased building space used to perform administration,

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operational, or training missions not in support of any particular primary, auxiliary or off-base installation.

4. Classification. Each Air Force installation will be classified into one of eight groups by Headquarters USAF for budgetary and accounting purposes only. The criteria establishing these classifications are:

a. *Operational.* An installation whose principal use is to support an operational mission in peace or in war.

Example: Combat flying units, major air commands, and Headquarters USAF.

b. *Training.* An installation whose principal use is to support a training mission under the jurisdiction of one of the following:

- (1) Air Training Command.
- (2) Air University.
- (3) Reserve Training under Continental Air Command.
- (4) United States Air Force Academy.

c. *Research and Test.* An installation whose principal use is to support a research or test mission.

d. *Logistical.* An installation whose principal use is to support a logistic mission.

e. *Industrial.* Plants, airfields, and/or allied facilities controlled by the Air Force through ownership, lease, or permit which are operated under contract for production, modification, and/or research and development of aircraft and related procurement, and which fall under the jurisdiction and accountability of the Air Materiel Command. Plants which are retained in reserve (standby) normally to be used for the above stated purposes, are included in this definition.

f. *Ancillary.* An installation subordinate to or in aid of an operational, training, research and test, logistical, or industrial installation.

g. *Tenant on Other Services.* An installation belonging to another United States Government service or agency on which the Air Force conducts activities.

h. *War Only.* An installation whose principal use is to support an operational war mission.

5. Status of Air Force Installations. Each Air Force installation will be assigned a status under the following designations:

a. *Active.* An Air Force installation partially or completely in use for the performance of an Air Force function.

b. *Inactive.* An Air Force installation not in use for the performance of an Air Force function.

c. *Excess.* An inactive Air Force installation which has been determined to be no longer required by the Air Force.

d. *Surplus.* An excess Air Force installation which has been determined to be no longer required by any Federal Agency and has been referred to a disposal agency for appropriate action.

e. *Reserve (Standby).* Plants which are tooled in various states of readiness but not actually engaged in current production.

SECTION B—CONTINENTAL UNITED STATES, UNITED STATES TERRITORIES AND POSSESSIONS

6. Responsibilities for Assignments, Activations, and Inactivations. The responsibilities for assignment, activation, and inactivation of installations acquired for or by the Air Force are:

a. Primary installations will be assigned, activated, and inactivated by Headquarters USAF.

b. Auxiliary installations, with the exception of municipal airports which are to be used for periods of 60 days or less, will be assigned, activated, and inactivated by Headquarters USAF.

c. Off-base installations and detached installations plus that exception outlined in b above will be assigned, activated, and inactivated by the major air command concerned. (Exception: Off-base installations which have been included under the Air Force Memorialization Program which will be assigned, activated, or inactivated by Headquarters USAF.)

7. Assignments:

a. Upon the acceptance of real property from the Corps of Engineers or other agencies, the major air command concerned will request Headquarters USAF to issue authority or General Orders as appropriate, if not previously issued. The request will include:

- (1) Command concerned.
- (2) Proposed designation of the installation.
- (3) The identification of the installation to which affiliated if appropriate.
- (4) Proposed effective date of assignment.
- (5) The proposed use of the real property.
- (6) The location of the installation (State, county, and city).

(7) Statement that manpower and funds are available.

b. Installations which are assigned by Headquarters USAF will be formally announced by Department of the Air Force General Orders. Three copies of these General Orders announcing the assignment of installations will be furnished each command concerned. Each assignment order issued will include:

- (1) Command of assignment.
- (2) The effective date of assignment.
- (3) The correct designation of the installation in accordance with the criteria outlined in paragraph 10.

c. Off-base and detached installations which are assigned by major air commands will be formally announced by major air command General Orders which will include items listed in b(1), (2), and (3) above. Three copies of each General Order published will be furnished to Director of Real Property, Headquarters USAF, ATTENTION: Realty Documents Branch, Washington 25, D. C.

8. Activation:

a. After a major air command has determined that minimum facilities are available on installations described in paragraph 6a and b to support the performance of an Air Force function, recommendation for activation with applicable dates will be submitted to Headquarters USAF for approval.

b. Upon approval of recommendation, Headquarters USAF will so notify the recommending command, and publish formal announcement of activation authorization in Department of the Air Force General Orders.

c. Major air commands will announce the activation of installations described in paragraph 6c by General Orders. They will furnish three copies of each General Order to Director of Real Property, Headquarters USAF, ATTENTION: Realty Documents Branch, Washington 25, D. C.

9. Inactivation:

a. When the major air command of assignment determines that an installation as described in paragraph 6a and b is excess to its current requirement and should be placed on an inactive status, it will make appropriate recommendations to Headquarters USAF. Inactivation actions will apply to entire installation and not to portions thereof.

b. Upon approval of the recommendation, Headquarters USAF will issue authorization for the inactivation to the major air command. The

authorization will specify the effective date of the inactivation and pertinent details for accomplishing the official inactivation. The major air command will take appropriate action in accordance with this authorization. Confirmatory announcements of inactivations will be published in Department of the Air Force General Orders.

c. Major air commands will announce the inactivation of installations outlined in paragraph 6c. Three copies of each General Order published will be furnished to Director of Real Property, Headquarters USAF, ATTENTION: Realty Documents Branch, Washington 25, D. C.

d. Headquarters USAF will determine which installations referred to in paragraph 6a and b are to be held on an inactive status pending possible future Air Force utilization. Then Headquarters USAF will issue Department of Air Force General Orders transferring the installations to be retained to the Air Materiel Command as holding agency for the Air Force. Transfers will be effected under provisions of paragraph 11. Major air commands will determine whether those installations referred to in paragraph 6c will be held in a continuing inactive status or will be reported as excess.

10. Designation:

a. Real property under the jurisdiction of the Air Force will be designated in accordance with the following criteria:

- (1) Only one designation will be applied to an installation except in those special instances as directed by Headquarters USAF.

Example of exception: Fairfield Air Force Station located within the boundaries of Travis Air Force Base.

- (2) Where the Air Force has exclusive use and control of the real property involved, including flying facilities, if any, the term "Air Force" will generally be applied.

Examples: Air Force Base, Air Force Station.

- (3) Where the Air Force has concurrent use with others of the real property involved, including flying facilities, if any, the current civil, commercial, or Government service designation will be applied as the official designation of the installation.

Example: Youngstown Municipal Airport.

b. Air Force installations will be designated in accordance with the following guides:

- (1) *Air Force Base.* The term will be preceded by the geographical name best identifying the installation or the memorialization name where designation is effected under the Air Force Memorialization Program.

Examples:

Geographical—Great Falls Air Force Base

Memorialization—Vance Air Force Base

- (2) *Air Force Station.* This term will be preceded by the geographical name best identifying the installation or the memorialization name where designated under the Air Force Memorialization Program. This category will include those installations without aircraft operating areas whose primary mission is:

(a) Aircraft control and warning.

(b) Air Force specialized supply.

Examples:

Calumet Air Force Station

Gentile Air Force Station

- (3) *Air Defense Filter Center.* This term will be preceded by the geographical name best identifying the installation.

Example: Albany Air Defense Filter Center

- (4) *Air Force Auxiliary Field.* This term will be preceded by the geographical name or parent installation identification. Numerical suffix identification is authorized where more than one auxiliary is assigned to a primary installation and geographical names are not practical.

Exceptions: Civil, commercial, or Government Service installations where used as auxiliaries will retain the designation given by the owners or United States Government Service.

Examples:

Geographical: Kegelman Air Force Auxiliary Field

Parent Installation: Luke Air Force Auxiliary Field

Civil Name: Peterson Field

- (5) *Air Force Range.* This term will be preceded by the geographical name best identifying the range or the parent installation name, whichever is more practical. Numerical identifications are authorized where more than one range is assigned a primary in-

stallation. Rifle and pistol ranges will not be included since they are in the category of off-base annexes.

Examples:

Matagorda Island Air Force Range

Eglin Air Force Range No. 5

Las Vegas Air Force Range

- (6) *Storage Station and Personnel Processing Station.* This term will be preceded by the geographical and functional name best identifying the installation and will be limited to fuel, vehicle, ammo storage, and personnel processing serving more than one installation.

Examples:

Norwalk Fuel Storage Station

Vancouver Vehicle Storage Station

Manhattan Beach Personnel Processing Station

- (7) *Off-Base Annex.* Major air commands concerned will designate a geographical or "Popular Name" designation whichever serves for better identification. Where missions are similar for more than one installation located in the same geographical area, a numerical identification suffix will be applied.

Examples:

Pershing Obstruction Light Annex

Fairmount Housing Annex

Suitland Hall Troop Housing Annex

Silver Hill Relay Annex

- (8) *Detached Installations.* Designation of these installations will be by geographical name best identifying the installation followed by the principal mission and the word office, center, or site as appropriate. Where missions are similar for more than one installation located in the same geographical area a numerical suffix identification will also be applied. Installations in this category will include:

- (a) Air Reserve Administration and/or training space.
- (b) Air Procurement Field Offices.
- (c) OSI Field Offices.
- (d) CAP Liaison Offices.
- (e) Air Force Recruiting Offices.
- (f) Attache Offices.
- (g) Radar Bomb Scoring Sites.

Examples:

Atlanta Radar Bomb Scoring Site

Boston Air Reserve Center
Cleveland Air Force Recruiting Office

(9) *Industrial Installations:*

- (a) Industrial plants under contract to the Air Force will bear the designation assigned by the owners or contractors.
- (b) Industrial plants owned by the Government and operated by private contractors will be prefixed by geographical location and serially numbered. The number so assigned will follow the term "Air Force Plant."

Example: Palmdale Air Force Plant No. 42

(10) *Civil Airports:*

- (a) Civil airports which have been acquired for exclusive Air Force use by purchase or donation will be designated "Air Force Base."
- (b) Civil airports used by the Air Force under a Joint-Use agreement with the owners will be designated as desired by the owners.

- (11) *Gap Fillers and Radio Relay Sites.* Installations known as gap fillers and radio relay sites will be assigned to one of the "M" or "P" installations which they serve and will be identified as off-base installations to "M" and "P" installation to which assigned. Gap filler installations will be preceded by the geographical name best describing the location followed by the identification number of the parent installation and alphabetical identification of individual gap fillers. Radio relay sites will be identified by the geographical name best identifying the location.

Examples: Mannorville Gap Filler Annex (P-45A)
Mt Pierce Radio Relay Annex

- (12) *Texas Towers.* Installations known as "texas towers" will be assigned to "M" or "P" installations and will be preceded by the geographical name best describing the location, followed by the words "Tower Annex" and will be serially numbered.

Example: Georges Shoals Tower Annex (T-1)

- (13) *Programmed Installations.* Installations programmed to be acquired will

be known by the present designation or geographical area until the site has been acquired and designated by competent General Order authority.

Examples:

K. I. Sawyer Municipal Airport
Glasgow Area

- (14) *Special Installations.* Any unusual or special type of installation not falling in the above categories will be referred to Headquarters USAF for official designation.

c. The responsibilities for designating installations will be as set forth in paragraph 6. For all installations described in paragraph 6a and b which have not been officially designated, major air commands will inform Headquarters USAF of the designation suggested. Upon approval, such designation will be published in Department of the Air Force General Orders.

11. Transfer:

a. *Between Major Air Commands:*

- (1) Transfer of Air Force installations, or portions thereof, between major air commands will be approved by Headquarters USAF. Requests or recommendations for effecting such transfers will be submitted by the gaining command, with suggested applicable dates, to Headquarters USAF for approval at least 30 days before the recommended effective date of transfer.
- (2) The requests will indicate the purpose of the proposed transfer and its operational effect on the Air Force mission. The requests will contain a statement that the major air commands concerned have reached a tentative agreement on:
 - (a) Proposed date of transfer.
 - (b) Manpower spaces, with military by skill and grade, and civilian by fund project and graded or ungraded.
 - (c) Transfer of funds.
 - (d) Maintenance.
 - (e) Off-base installations
 - (f) Other specific items peculiar to the installations involved.
- (3) Upon approval, Headquarters USAF will publish Department of the Air Force General Orders to effect the transfer. Upon receipt of approval and before physical transfer of the installation, the major air commands

involved will prepare a simple agreement covering the pertinent phases of the transfer. The agreement will outline disposition being made of all auxiliaries, ranges, off-base installations, and similar facilities currently assigned to, or dependent upon, the transferred installation for support. One copy of the executed agreement will be furnished by the gaining major air command, to Headquarters USAF and one copy will be furnished to the appropriate District Engineer, Department of the Army.

b. *Within a Major Air Command.* Authority to transfer jurisdiction of assigned installations within a major air command is delegated to the major air command concerned. Such transfers will indicate disposition of auxiliaries, ranges, off-base installations, and similar facilities currently assigned to, or dependent upon, the installations being transferred. Three copies of major air command General Orders announcing intra-command transfers will be furnished to Director of Real Property, Headquarters, USAF, ATTENTION: Realty Documents Branch, Washington 25, D. C.

c. *Interdepartmental transfers.* Interdepartmental transfers will be approved and General Orders issued by Headquarters USAF.

SECTION C—FOREIGN COUNTRIES

12. Activation and Inactivation. Commanders of major air commands concerned will activate or inactivate installations located in foreign countries, under the procedures outlined in paragraphs 8 and 9, to the extent applicable, consistent with existing bilateral or other agreements, except as otherwise authorized by Headquarters USAF. Where applicable, concurrence of the theater commander will be obtained.

13. Designation. The designation of installations in foreign countries, including those in occupied zones, which are and will be used and/or constructed by or for the Air Force will conform

to those terms which are characteristic of and generally acceptable to the government of the country in which the installation is located. The designation will avoid any connotation of permanency, possession, or aggression. The use of the word "Force" is expressly forbidden except for 99-year lease bases. The commander of the major air command concerned will direct the designation of installations in accordance with the following guides:

<i>Air Force Interest</i>	<i>Property Interest</i>	<i>Normal Designation</i>
Variable	All installations except 99-year lease	"Air Base" or "Fuel Storage" or "Range." AC&W Stations or Storage Stations.
	99-year lease	"Air Force Base" or "Air Force Station."

The guides in paragraph 10b will be followed as appropriate.

14. Transfer:

a. Proposed actions involving the transfer of installations between major air commands will be submitted to Headquarters USAF for approval. Where applicable, concurrence of the theater commander will be obtained. Upon approval, the transfer will be accomplished as directed by Headquarters USAF. Authority to transfer installations within elements of a major air command is delegated to the commander of the major air command.

b. Interdepartmental transfers of primary and auxiliary installations will be approved and General Orders issued by Headquarters USAF.

15. General Orders. In each instance, actions taken under the provisions of paragraphs 12, 13, and 14a will be authorized and/or announced in major air command and/or theater command General Orders, as the theater commander concerned determines applicable. Three copies of each pertinent General Order will be furnished, by the most expeditious means available, to the Director of Real Property, Headquarters USAF, ATTENTION: Realty Documents Branch, Washington 25, D. C.

BY ORDER OF THE SECRETARY OF THE AIR FORCE:

OFFICIAL:

E. E. TORO
Colonel, USAF
Air Adjutant General

N. F. TWINING
Chief of Staff, United States Air Force

DISTRIBUTION:

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