

DEPARTMENT OF THE AIR FORCE
Headquarters US Air Force
Washington DC 20330

AF REGULATION 87-5

15 February 1973

NOT TO BE TAKEN FROM
AUTHORITY SECTION

Real Property Management
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CLASSIFICATION OF AIR FORCE INSTALLATIONS

This regulation tells how to assign, designate, activate, inactivate, classify, transfer, and dispose of installations under Air Force jurisdiction. It also applies to the Air Force Reserve and Air National Guard installations. It does not apply to industrial installations, except as provided in paragraph 4. It implements DOD Instruction 4165.14, 21 December, 1966.

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SECTION A--TERMINOLOGY, DESIGNATIONS, AND CLASSIFICATIONS OF INSTALLATIONS

1. **Explanation of Terms.** The following terms apply in connection with real property use:

a. **Real Property.** See AFM 93-1.

b. **Air Force 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. The term also includes the portions of installations which are not owned by the Air Force but which have been acquired for exclusive use of the Air Force through lease, permit, or other written agreement. Such an installation also is assigned an installation indicator code.

c. **Programmed Installation.** A military facility in a fixed or relatively fixed location, together with its buildings, building equipment, and subsidiary facilities such as piers, spurs, access roads, and beacons used or occupied by an Air Force unit or activity, or are programmed to be used, occupied, acquired, or constructed and the Air Force does not have real property jurisdiction, control, or accountability over these facilities. A unit is any military element whose structure is prescribed by competent authority, such as a table of organization and equipment; specifically, part of an organization. Such an installation is assigned a programmed installation indicator by HQ USAF, Directorate of Aerospace Programs.

d. **Primary Installation.** A self-supporting installation, with or without an aircraft operating area, which has facilities for administrative and operational activities to carry out a given mission.

e. **Auxiliary Installation.** An installation with an aircraft operating area which can provide operational activities in support of a primary installation and which depends on a primary installation for administrative and/or logistical support.

f. **Off-Base Installation.** An installation, without an aircraft operating area, which can provide operational, training, administrative, and/or logistical support to a primary, auxiliary, or detached installation and which depends on that installation for other support. An installation which is separated by a road, fence, or other similar construction is not considered to be an off-base installation, but is considered a part of the primary or auxiliary installation.

g. **Detached Installation.** A nonself-supporting installation used for administrative, operational, or training missions not in support of any particular primary, auxiliary, or off-base installation.

h. **Detached Leased Installation.** A detached installation, as explained in g above, in which the Air Force has a leasehold interest for the entire installation.

2. **Status of Air Force Installations.** Each Air Force installation is assigned a status as follows:

a. **Active.** An Air Force installation which is partially or completely in use for performing an Air Force function.

b. **Inactive.** An Air Force installation which has been previously active but is no longer in use for performing an Air Force function.

c. **Excess.** An Air Force installation which is no longer required by the Department of Defense (DOD) and has been referred to an appropriate agency for disposal.

d. **Disposed.** An Air Force installation which has been disposed of through proper channels and whose command of assignment has been notified by the disposal agency that real property accountability maintained by the Air Force has been terminated.

e. **Under Construction.** An Air Force installation not presently active at which construction is in progress.

f. **Industrial Standby.** An Air Force plant which is tooled in partial or complete readiness but is not actually engaged in current production.

3. **Programming Symbols for Installations.** The Directorate of Aerospace Programs, HQ USAF/PRP, classifies each installation or programmed installations, at which an Air Force function is conducted, and assigns to each installation one of the programming symbols as shown in ADE PR 661-IV, AFM 300-4, and in the USAF Program Document (PD). The programming symbols are for managerial purposes, including budget review and justification. Air Force installations programmed to be acquired or constructed, or installations belonging to another governmental department or agency and to be occupied by the Air Force, are assigned one of the programming symbols.

NOTE: Major commands assigned the combat missions and operations support missions of the Air Force are considered operational commands.

4. **Industrial Installations.** The Directorate of Development and Acquisition, HQ USAF/RDP, assigns classifications to properties provided by procurement and R&D appropriations (Air Force-owned, -leased, or -controlled installations) which are used by contractors for fulfilling Government research, development, test, evaluation, production, maintenance, or modification contracts, or for storing production machinery and equipment in support of such operations.

SECTION B—INSTALLATION ACTIONS

5. **AF Form 1192, "USAF Installations Characteristics Report."** The major command concerned submits this report to HQ USAF/PRER within 15 work days after an installation is assigned, transferred, activated, or inactivated, becomes excess, or its status is otherwise changed. (See AFM 87-18 for instructions on completing and submitting AF Forms 1192.)

6. **Responsibilities for Installation Actions, United States and Possessions.** Responsibilities for assigning real property acquired for or by the Air Force and contingent actions which result from this assignment are:

a. **Primary and Auxiliary Installations.** HQ USAF/PRER.

b. **Off-Base and Detached Installations.** Major Command. (Exception: HQ USAF Military Personnel Center (AFMPC), Randolph

Air Force Base, Texas, is responsible for installations which are included under the USAF Memorialization Program. (See AFR 900-9.)

7. **Assignment.** To assign an installation is to place it under the real property jurisdiction, control, and accountability of an Air Force major command and/or subcommand.

a. **Assignment of Primary and Auxiliary Installations.** On accepting real property from the Corps of Engineers, Department of the Army, or other agencies, the major command concerned submits to HQ USAF/PRER an appropriate AF Form 1192 concurrently with a request that Department of Air Force (DAF) orders be issued officially announcing the assignment. The request shows:

- (1) Proposed effective date of assignment.
- (2) Proposed use of the real property.
- (3) Statement that manpower and funds are available.

b. **Assignment of Off-Base and Detached Installations.** On accepting real property from the Corps of Engineers, Department of the Army, or other agencies, the major command announces the assignment of off-base and detached installations by official orders and submits AF Form 1192 to HQ USAF/PRER. Each order issued shows:

- (1) Official designation of the installation.
- (2) Command of assignment
- (3) Location.
- (4) Effective date of assignment.
- (5) Primary installation, if applicable.

8. **Designation** To designate is to give an official name to an installation and to announce same by publishing an official order. Each installation, except those specified in paragraph 15, under Air Force jurisdiction, or where the Air Force has exclusive use and control of the real property involved, is designated as follows:

a. **Primary and Auxiliary Installations.** Where the Air Force has the exclusive use and control of the real property involved, the term Air Force generally is used as part of the installation designation. In the United States, United States Possessions, or on 99-year lease bases, the following terms are to be used:

(1) Air Force Base. When preceded by a geographical name best identifying the installation or a memorial name if the base is designated under the Air Force Memorialization Program, this term identifies an installation from which aircraft operations can be conducted and/or which is capable of providing sustaining support for major activities of importance to the Air Force combat, combat support, and training missions. The term Air National Guard base (instead of Air Force base) is used for Air Force bases which are used exclusively by the Air National Guard (ANG).

(2) Air Force Station. When preceded by the geographical name best identifying the installation or the memorial name (if appropriate), this term describes an installation without an aircraft operating area which, as its primary mission, supports a function of the radar or communications systems, supply, major headquarters, or other nonflying function approved by HQ USAF. The term Air National Guard station instead of Air Force station is used for Air Force Stations which are used exclusively by the Air National Guard.

(3) Air Force Auxiliary Air Field. This term describes an installation, with an aircraft operating area, which supports the flying activity of a primary installation. It is preceded by the geographical name or primary installation identification which best identifies the installation. A numerical suffix identification is authorized where two or more auxiliaries are assigned to a primary installation and geographical names are not practical.

(4) Air Force Industrial Property. Industrial properties owned by the Government and not already numbered are serially numbered by HQ AFSC following the term Air Force Plant. HQ USAF/RDP must be notified when industrial properties are serially numbered. Air Force plants are not reassigned, reclassified, or renumbered without HQ USAF/RDP approval.

b. Off-Base and Detached Installations. Where the Air Force has exclusive use of the real property involved, major commands designate off-base and detached installations as follows:

(1) Installation Prefix. The designation

is preceded by the geographical, primary installation prefix, or commonly known name, as appropriate.

(2) Installation Name. Installations are named in accordance with the list of installation descriptions in ADE IN 743-XII, AFM 300-4. Other titles are not used in official installation designations without advance approval of HQ USAF/PRER.

(3) Installation Suffix. An installation suffix is assigned to each installation as appropriate in accordance with the Data Elements and Explanations in ADE IN 743-XII, AFM 300-4. Numerical identification may be used where missions are similar for more than one installation located in the same area.

(4) Parenthetical Designation. When further identification of an installation is necessary, additional descriptive words may be included parenthetically. Such additional words are not a part of the official designation, but may be used to avoid misunderstanding.

c. Designations for Installations Other Than Air Force Real Property. Where the Air Force and others, (such as state, local government or Federal Aviation Administration) have concurrent use of the real property involved, including any flying facilities, the current civil, commercial, or Government service designation is used as the installation's official designation.

d. Unauthorized Designations. Designations such as permanent and temporary are not used in designating or referring to installations.

9. Activation. To activate is to begin operation of the Air Force function at an Air Force installation, or occupancy, and/or use of a programmed installation.

a. Primary, Auxiliary, and ANG Installations. The major command of assignment notifies HQ USAF at least 30 calendar days in advance that minimum facilities to support the performance of an Air Force major function (primary mission) become available on a given date at an installation. HQ USAF announces the installation activation in DAF orders. The major command submits AF Form 1192 to HQ USAF in accordance with AFM 87-18.

b. Off-base and Detached Installations. The major command of assignment announces

the activation of off-base and detached installations by appropriate orders and within 15 work days submits AF Form 1192 to HQ USAF/PRER. Each order is published before the effective date when possible and includes:

- (1) Installation designation.
- (2) Location.
- (3) Assignment (major, subordinate commands, and primary installation, if applicable).
- (4) Installation furnishing maintenance and operational support (if applicable).
- (5) Effective date.

10. Inactivation and Excess Installation. To inactivate is to cease operation (except for caretaker activities) of all Air Force functions at an installation or programmed installation. AFR 87-4 applies to all installations which become excess.

a. **Primary, Auxiliary and ANG Installations.** The major command of assignment notifies HQ USAF at least 30 calendar days in advance of the programmed inactivation date that the installation becomes inactive on a given date. HQ USAF publishes a formal announcement of the installation inactivation. The major command submits appropriate AF Form 1192.

b. **Off-base and Detached Installations.** The major command of assignment announces the inactivation of off-base and detached installations by appropriate orders, to be published in advance of the effective date when possible. The command submits an AF Form 1192 to HQ USAF. Each order published includes:

- (1) Installation designation.
- (2) Installation indicator.
- (3) Location.
- (4) Assignment.
- (5) Effective date of inactivation.

c. **Responsibility for Inactive Installations:**

(1) **Primary and Auxiliary Installations.** HQ USAF determines the installations to be held on an inactive status pending possible future Air Force use and, when appropriate, issues orders to transfer them to a major command as the Air Force holding agency. Transfers are made in accordance with paragraph 11 of this regulation.

(2) **Off-base and Detached Installations.**

Major commands retain jurisdiction and determine the installations to be held in a continuing inactive status or reported as excess when the primary or auxiliary installation (if any) is not to be inactivated or declared excess.

(3) **Disposal of Inactivated Installations.** All inactivated installations not to be retained are disposed of under AFR 87-4. Orders announcing such disposal are issued as prescribed in paragraph 13 of this regulation.

11. Transfer. To transfer is to convey real property accountability, jurisdiction, and control of an installation from one major command to another, from one element of DOD to another, or from one Government department to another.

a. **Between Major Commands:**

(1) **Approval of Transfers.** Requests for directed, programmed, or recommended transfers of installations (or portions thereof) between major commands are submitted by the gaining command for approval to HQ USAF at least 120 calendar days before the effective date of transfer. Each request states the purpose of the proposed transfer, and shows that the major commands concerned have reached a tentative agreement on:

- (a) Proposed date of transfer.
- (b) Manpower spaces, with military (officer-airmen) by skills and grade, and civilians by fund project, graded and ungraded.
- (c) Transfer of funds.
- (d) Maintenance.
- (e) Off-base installations
- (f) Other specific items peculiar to the installation involved.

NOTE: During the 6 months before the scheduled date of transfer or until a tentative agreement has been reached with the major command concerned, the losing command will not reassign military personnel (see AFM 36-11, paragraph 1-10 for officers; AFM 39-11, paragraph 1023 for airmen) or move, transfer, reassign, or dispose of administrative aircraft and spare parts; ground support equipment and spare parts; and vehicles and spare parts.

(2) **Announcement of Transfers.** On approval, HQ USAF notifies the commands involved and publishes appropriate DAF orders to announce the effective date. The

gaining major command submits AF Form 1192.

(3) **Transfer Agreements.** On receiving approval from HQ USAF and before the effective date of transfer of the installation, the gaining command prepares a simple agreement covering pertinent phases of the transfer. The agreement prescribes the disposal of all auxiliaries, ranges, off-base installations, and similar facilities currently assigned to or depending on the transferred installation for support. An attachment to this agreement identifies the manpower spaces to be transferred (military by skills and grade; civilians by fund project, graded and ungraded). The gaining command furnishes copies of the transfer agreement to:

(a) HQ USAF/PRER, two copies.

(b) HQ USAF/PRM, one copy.

(c) Appropriate District Engineer, Corps of Engineers, Department of the Army, one copy.

(4) **Removal of Property.** The losing command will not remove any items of real property permanently attached to or integrated into a building, structure, utility plant, or system, or any other real property facilities from any installation planned for transfer to another command. Excluded from these restrictions are technical operating equipment and facilities which are not the civil engineer's responsibility.

b. **Within a Major Command.** The major command is authorized to transfer jurisdiction of assigned installations, or portions thereof, within the command. It announces such transfers by appropriate published orders at least 30 calendar days before the effective date. Each order indicates the disposition of auxiliaries, ranges, off-base installations, and similar facilities currently assigned to or depending on the installation being transferred. The command submits appropriate AF Forms 1192 to HQ USAF.

c. **Interdepartmental Transfers.** On receipt of an AF Form 1192 from the gaining or losing command respectively, HQ USAF publishes appropriate DAF orders announcing the

transfer of installations from or to the Departments of the Army and the Navy and other Government departments.

12. **Excess.** Air Force real property becomes excess on the date the HQ USAF or the major command has authority to declare the property excess, issues a disposal directive indicating that DOD has no further requirement for the property. The major command processes AF Form 1192 to change the status of the real property to excess.

13. **Disposals.** The responsibilities for disposing of Air Force real property are stated in AFR 87-4. The major command of assignment issues appropriate orders to announce the disposal of all installations under its jurisdiction and processes a final AF Form 1192. The disposal of ANG installations is announced by DAF orders on the basis of a final AF Form 1192 submitted by the ANG. The appropriate orders apply to entire installations only and are issued when the disposal activity notifies the command that real property accountability has been terminated.

14. **Appropriate Orders.** Major commands send to HQ USAF/PRER, two copies of each appropriate order issued to implement installation actions.

15. **Installation Actions, Foreign Countries:**

a. **Responsibilities for Installation Actions:**

(1) The major command is responsible for actions prescribed in paragraphs 4 through 14 except for transfers between major commands, DOD agencies, and other Government departments. All actions must be consistent with existing bilateral or other agreements unless directed otherwise by HQ USAF.

(2) HQ USAF is responsible for transfers between major commands, DOD agencies, and other Government departments.

b. **Restrictions for Installations Designation.** In designating installations, avoid any connotation of premanency of possession. The use of the word Force is expressly forbidden except for 99-year lease bases—use _____ Air Base; not Air Force Base.

BY ORDER OF THE SECRETARY OF THE AIR FORCE

OFFICIAL

JOHN D. RYAN, General, USAF
Chief of Staff

DWIGHT W. COVELL, Colonel, USAF
Director of Administration

SUMMARY OF REVISED, DELETED, OR ADDED MATERIAL

This revision changes the nomenclature of Classification of Installations to Programming Symbols for Installations, and reduces the number of programming symbols for managerial purposes from 14 to 7 as shown in AFM 300-4 and the USAF Program Document (para 3); updates all Air Staff office symbols and other abbreviations; and provides proper references to other changed manuals and regulations (para 3, 6, 8, and 11).