CHAPTER 70-5 REPORTING REQUIREMENTS

70-5.1 REPORTS . . . . . (70-5) 1

70-5.1 REPORTS

The following reports are required under the facilities engineering program.

A. FACILITIES ENGINEERING PROGRAM PLAN (FEPP) PHASE I - This is an annual report. The submission outlines the projected facilities engineering workloads planned for the upcoming fiscal year.

(1) Reference Mandate - Technical Handbook for Environmental Health and Engineering, Volume VI, Facilities Engineering, Part 71, FEPP, Chapter 3, Developing and Preparing FEPP Phase I.

(2) Due Date - A hard copy of the Area consolidated submission is due in IHS Headquarters Division of Facilities and Environmental Engineering (DFEE)/Facilities Engineering Branch (FEB) on August 1 of each year.

B. FACILITIES ENGINEERING PROGRAM PLAN (FEPP) PHASE II - This is an annual report. The submission reports on the actual workload accomplishments of the previous fiscal year.

(1) Reference Mandate - Technical Handbook for Environmental Health and Engineering, Volume VI, Facilities Engineering, Part 71, FEPP, Chapter 4, Developing and Preparing FEPP Phase II.

(2) Due Date - A hard copy of the Area consolidated submission is due in IHS Headquarters DFEE/FEB on December 1 of each year.

C. ENERGY CONSERVATION PLAN - This is an annual report submitted to the Department of Health and Human Services November 15 of each year.

(1) Reference Mandate

a. Energy Policy Act of 1992

b. 41 CFR 101-20.116-6

(2) Due Date - A disc copy in WordPerfect (6.0) of the Area consolidated submission is due in IHS Headquarters DFEE/FEB on November 1 of each year.

D. FEDERAL AGENCY ENVIRONMENTAL MANAGEMENT PROGRAM PLANNING - This is an annual report submitted by DHSS through the Environmental Protection Agency (EPA). The submission outlines Maintenance and Improvement (M&I) environmental projects for the agency.

(1) Reference Mandate

a. Executive Order 12008, Compliance With Pollution Control Standards.

b. Office of Management and Budget (OMB) Circular A-106.

C. Technical Handbook for Environmental Health and Engineering, Volume VI, Facilities Engineering, Part 72, Energy Management.

(2) Due Date - The report is prepared by IHS Headquarters DFEE/FEB and due February 1 of each year.

E. FACILITIES ENGINEERING DEFICIENCY SYSTEM (FEDS) - This is an annual report. The report outlines the status of facilities engineering deficiencies competed during the previous year. In addition, it reports new identified deficiencies which were not previously reported.

(1) Reference Mandate

a. Technical Handbook for Environmental Health and Engineering, Volume VI, Facilities Engineering, Part 73, FEDS.

b. 41 CFR 101-17.201-1

(2) Due Date - A disc copy in Paradox of the Area consolidated submission is due in IHS Headquarters DFEE/FEB on December 1 of each year.

F. M&I AND BIOMEDICAL EQUIPMENT DATABASE UPDATE - This is an annual report. The submission outlines the parameters utilized by the IHS Areas to determine Maintenance and Improvement (M&I) and biomedical equipment funding allocation to the eligible service units and tribal installations. The database reflects inventory and information as of September 30, at all facilities operating/in use for authorized programs. The data is utilized for allocation of funds for the fiscal year commencing one year from the beginning of the current fiscal year, (i.e., Data received for year ending September 30, 1996, FY 1996 will be used for allocation of funds, compact negotiations etc. for FY 1998).

(1) Reference Mandate - Technical Handbook for Environmental Health and Engineering, Volume VI, Facilities Engineering, Part 1, Administration and Management, Chapter 3, Financial Management.

(2) Due Date - A hard copy of the latest database forwarded each year by IHS Headquarters DFEE/FEB to each Area must be reviewed and marked up and returned by September 30. Data for the fiscal year ending on that date will be locked as of October 1.