

TRADOC QA Accreditation Visit
Evaluator's Job Aid
Standard F-28 - Facilities

Evaluator's Checklist
Functional Area: Engineer (Facilities)

Name of Evaluator: _____

Date: _____

Program/Course: _____

Installation: _____

Governance Standard 6 - Facilities/Environment

Facilities and Environmental requirements are adequate to promote learning and meet learning objectives.
(Includes barracks, classrooms, shop areas, learning facilities, and mission related environmental issues).

Standard Overall Rating:

Met	Met w/ Comment	Not Met
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EVALUATOR COMMENTS

Mandatory Comments (To include Higher Headquarters Issues (HHIs)):

Observations or Comments Related to Rating:

Recommended Improvements:

Criteria

The primary focus of the facilities assessment is to ensure criteria are met. The following summarizes the facilities and environmental standards intent.

1. Facilities support and enhance training. (Facilities include: barracks, DFACs, instruction facilities).
2. Environmental issues do not impair training.
3. IET Soldiers (Trainees) and students live, sleep, and eat in facilities that meet Army standards.
4. Planning for the future: documented facilities strategy and capital investment programs show timelines and funding requirements.

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GUIDELINES

Verify the status of facilities as described in the most recent Installation Status Report (ISR). (Available at website: <http://isr.hqda.pentagon.mil>)

At a minimum, observe size, lighting, climate control, furnishings and condition of facility.

Verify procedures used to report and follow-up on repair and maintenance of facilities.

Verify planning for the future.

Make Mandatory Comments:

1. Document if barracks, dining facilities, and instruction facilities, do not meet at least an ISR (C-2) mission rating. Comment about efforts made by the education/training organization to improve the condition.

2. Document if study facilities are not adequate for efficient learning. Comment about efforts taken by the education /training organization to correct the situation. If the problem is beyond the control of the education/training organization indicate it is a higher HQ issue.

3. Document if environmental issues impair training. Comment about efforts taken or planned to remedy the situation. If the problem is beyond the control of the education/training organization, indicate it is a higher HQ issue.

4. Document if IET Soldier and student living facilities do not met Army or TRADOC standards. Comment about efforts planned to reach standards. If the problem is beyond the control of the education/training organization, indicate it is a higher HQ issue.

5. Document if planning/programming job aid items are evaluated as Not Met. Comment about efforts to achieve Met.

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Focus Group Item #	IET Soldier (Trainee) Barracks	Met Sustain	Met w/Cmt Sustain	Not Met Improve	Not Assessed	References	Standards & Guidelines	Field Notes
	Installation Status Report (ISR)							
1	IET Soldier (Trainee) Barracks ISR mission-rating = Is ISR Mission-rating for the barracks at least C-2?					ISR WEB http://isr.hqda.pentagon.mil	Installation ISR Mission C-rating for sub-category Trainee Unacmp Pers Hsg is C1 or C2. Otherwise, not met.	
	ISR Mission-rating for mission essential facility component: living areas =					ISR WEB		
	ISR Mission-rating for mission essential facility component: bathrooms =					ISR WEB		
	ISR Mission-rating for facility component: HVAC =					ISR WEB		
	General							
2	Facilities maintained in serviceable condition?					TRADOC CG Memo 21 Feb 08	see TRADOC 10-20 Standards, Facility Maintenance	
3	Adequate lighting in and around the barracks?					AR 210-50 TRADOC CG Memo 21 Feb 08	- Adequate lighting must be provided in halls, internal and external stairways, and around building's exterior.	
4	Organization have written procedures for submitting service orders and work orders? Written procedures for obtaining and maintaining the status on service/work orders?					TRADOC CG Memo 21 Feb 08	Service orders completed within 48 hours for water closets, showers, wash basins.	
	Living Areas							
x 5	Barracks Utilization: Overcrowded? Yes / No Under-utilized? Yes / No					AR 210-50 TRADOC CG Memo 21 Feb 08	- BCT/OSUT = 72 SqFt - AIT = 90 SF - WTC (Warrior Trans Crse) = 90 SqFt	
6	At least minimum SF living space per trainee being met?					AR 210-50 TRADOC CG Memo 21 Feb 08	- BCT/OSUT = 72 SqFt - AIT = 90 SqFt	
7	Barracks rooms set up with desks and chairs and lamp for individual study by students?							
8	Furnishings sufficient and in good condition?					TRADOC CG Memo 21 Feb 08	- 1 bed, wall locker, foot locker or three drawer chest per trainee.	
x 9	Does the FMO have a Furniture replacement plan in place?							
10	Integrated lighting in sleeping/living spaces?					TM 5-810-5	- Adequate lighting must be provided in halls, internal and external stairways, and around building's exterior.	
	Learning Resource Center (AIT only)							
11	Learning Resource Center with LAN interconnectivity available in each barracks for students to study?							
	HVAC							
x 12	HVAC system adequate and in good working condition? Temperatures remain within comfortable ranges?					TRADOC CG Memo 21 Feb 08		

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Item #	Met Sustain	Met w/Cmt Sustain	Not Met Improve	Not Assessed	References	Standards & Guidelines	Field Notes
IET Soldier (Trainee) Barracks - continued							
Latrines & Showers							
13					AR 210-50 TRADOC CG Memo 21 Feb 08	· M-1 fixture for each 10 Persons · F-1 fixture for each 6 Persons	
14					AR 210-50 TRADOC CG Memo 21 Feb 08	· M-1 fixture for each 15 Persons	
15					AR 210-50 TRADOC CG Memo 21 Feb 08	· M-1 fixture for each 8 Persons · F-1 fixture for each 8 Persons	
16					AR 210-50 TRADOC CG Memo 21 Feb 08	· M-1 fixture for each 8 Persons · F-1 fixture for each 6 Persons	
17					TRADOC CG Memo 21 Feb 08		
18					TRADOC CG Memo 21 Feb 08		
19					TRADOC CG Memo 21 Feb 08		
Laundry Rooms							
x 20					TRADOC CG Memo 21 Feb 08	· 1 Washer for each 8 Persons · 1 Dryer for each 6 Persons	
x 21					Pam 420-6	· Category 1 · Category 2 · Category 3	
x 22							

NOTE: The abbreviation: TRADOC CG Memo 21 Feb 08, is short for: TRADOC Memorandum, ATAL-CG, Apr 29, 2004, subject: Standards of Adequacy for Trainee Barracks.

NOTE: Ratios apply to the barracks spaces at 72 SF/Person for BT and OSUT, and 90 SF/Person for AIT soldiers.

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Focus Group

x

x

Item #	Dining Facilities	Met Sustain	Met w/Cmt Sustain	Not Met Improve	Not Assessed	References	Standards & Guidelines	Field Notes
23	Number of dining facilities sufficient? Is ISR Quantity rating C1?					ISR WEB http://isr.hqda.pentagon.mil	Installation ISR Quantity C-rating for FCG-level DINING FAC Transient is C1 or C2. Otherwise, not met.	
24	Dining Facilities located to minimize loss of training time?					AR 210-20	10 minute walk from training or billeting	
25	Transient Dining Facilities (DFAC TRAN) ISR mission-rating = ISR mission-rating at least C-2?					ISR WEB http://isr.hqda.pentagon.mil	Installation ISR Mission C-rating for FCG level DINING FAC Transient is C1 or C2. Otherwise, not met.	

Focus Group

x

x

x

Item #	Physical Training Facilities	Met Sustain	Met w/Cmt Sustain	Not Met Improve	Not Assessed	References	Standards & Guidelines	Field Notes
26	Covered training areas exist for small group outdoor instruction and formations?					BCT Barracks Supporting Training into 21st Century, Jan 99	· Provide areas for small group outdoor instruction with overhead cover; hand-to-hand combat pits, formation areas and end-of-cycle stations, supporting physical training and testing.	
27	Roads trainees run on in good condition with proper lighting?					ISR WEB http://isr.hqda.pentagon.mil	Installation ISR Mission C-rating for FCG-level Surfaced Roads is C1 or C2. Otherwise, not met.	
28	Running tracks adequate?					BCT Barracks Supporting Training into 21st Century, Jan 99	· ¼ mile running track, surface adequate	

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Focus Group	Item #	Classrooms (General Instruction facilities)	Met Sustain	Met w/Cmt Sustain	Not Met Improve	Not Assessed	References	Standards & Guidelines	Field Notes
	29	General Instruction Facilities ISR mission-rating = ISR mission-rating at least C-2?					ISR WEB http://isr.hqda.pentagon.mil	Installation ISR Mission C-rating for sub-category Gen Instr Facilities is C1 or C2. Otherwise, not met.	
		ISR Mission-rating for mission essential facility component: classrooms =					ISR WEB		
		ISR Mission-rating for mission essential facility component: auditoriums =					ISR WEB		
x	30	Classrooms overcrowded? Yes / No Under utilized? Yes / No						see Annex for SF allowances	
x	31	Facilities maintained in serviceable condition?							
x	32	HVAC system adequate, maintains normal comfort cooling and heating? Good working condition?							
	33	LAN and Internet access capability? State-of-the-art audio/visual capability?							
	34	Adequate lighting in classrooms?							
	35	Modern and sufficient electrical fixtures/outlets? Electrical system in good operation?							
	36	Visual aids visible to all?							
	37	Organization have written procedures for submitting service orders and work orders? Written procedures for obtaining and maintaining the status on service/work orders?							

Focus Group	Item #	Laboratory/Applied Instruction Area	Met Sustain	Met w/Cmt Sustain	Not Met Improve	Not Assessed	References	Standards & Guidelines	Field Notes
	38	Applied Instruction Facilities ISR mission-rating = ISR mission-rating at least C-2?					ISR WEB http://isr.hqda.pentagon.mil	Installation ISR Mission C-rating for sub-category Appl Instr Facilities is C1 or C2. Otherwise, not met.	
x	39	Shop areas overcrowded? Yes / No Under utilized? Yes / No						see Annex for SF allowances	
x	40	Facilities maintained in serviceable condition?							
x	41	HVAC system adequate, maintains normal comfort cooling and heating? Good working condition?							
	42	LAN and Internet access capability? State-of-the-art audio/visual capability?							
	43	Flexible layout? Integrated design which supports all necessary equipment?							
	44	Fully integrated lighting system?							
	45	Modern and sufficient electrical fixtures/outlets? Electrical system in good operation?							

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46	Organization have written procedures for submitting service orders and work orders?										
	Written procedures for obtaining and maintaining the status on service/work orders?										

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		Range Road Network and Support Buildings							
		<i>Evaluated under Range Standard</i>							

Focus Group	Item #		Met Sustain	Met w/Cmt Sustain	Not Met Improve	Not Assessed	References	Standards & Guidelines	Field Notes
		Environment							
x	47	Encroachment issues impacting training?					Section 366, P.L. 107-314 (National Defense Authorization Act of FY 2003)		
x	48	Cultural resource issues impacting training or training facilities?					AR 200-4, Chapter 1, Sec. 1	National Historic Preservation Act	
x	49	Land use issues affecting training (i.e. compatible uses, noise, erosion and sedimentation)?					32 CFR 651 (5)(b) (replaces AR 200-2)	National Environmental Policy Act	
x	50	Integrated Natural Resource Management Plan (INRMP) support the training mission?					AR 200-3, Chap. 9		
x	51	Integrated Cultural Resources Management Plan (ICRMP) support the training mission?					AR 200-4, Chap 4		
x	52	Education or control measures in place for trainers to minimize impacts to wetlands, streams, soils, or other sensitive areas.					33 CFR 320-330; USC 1341	Clean Water Act, state regulations	
x	53	Schoolhouses have access to input on environmental issues?					AR 200-1 Chap 15-4 (EQCC)		
x	54	Schoolhouses have regular contact with both the DPW Environmental Division and the Range ITAM coordinator on environmental matters?							
x	55	Are Unit Environmental Coordinators receiving training from Installation Environmental Office?							

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Focus Group	Item #	Planning & Programming	Met Sustain	Met w/Cmt Sustain	Not Met Improve	Not Assessed	References	Standards & Guidelines	Field Notes
		Schoolhouse Facility Strategy Plans							
		a. TAB of Existing Schoolhouse Facilities							
	56	Schoolhouse has Tabulation of Existing schoolhouse facilities (assets, requirements, shortfall)?							
		b. Capital Investment Strategy (CIS)							
x	57	Has the mission/installation identified and submitted Training Barracks upgrade or replacement projects as part of either the IMA Project Priority System (PPS) or the TRADOC Training Barracks Strategic Development Plan?							
x	58	Schoolhouse has a plan to eliminate any facility quantity shortages? Yes / No Schoolhouse has Milestones to reach ISR Infrastructure Quantity-rating of C2 by year 2023? Yes / No							
x		If Schoolhouse has any Relocatable Buildings, is there a plan to divest and replace them with permanent facilities?							
	59	c. System for Taking Care of Existing Facilities							
x	60	Schoolhouse participates as a voting member on the Installation Planning Board? Yes / No Schoolhouse receives from DPW a list of SRM projects prioritized in the Project Priority System? Yes / No Schoolhouse has access to PPS? Yes / No							
x		Schoolhouse real property facilities (RPF) receiving at least 90% sustainment funding annual funding? (a sensing question)							
x	61	Schoolhouse participates in the annual ISR ratings of its facilities? Yes / No Facility inspectors properly trained? Yes / No Facility inspectors understand how Red/Amber/Green ratings calculated? Yes / No					ISR Infrastructure Implementing Instructions (Internet-based)		
x	62	Are mission projects contained in the installations work plans or Project Priority System?					AR 415-15	Proportional share approximated by percentage of square footage occupied by the mission compared to the total installation square footage	
x		Schoolhouse has a viable, functional facilities maintenance & repair (M&R) program to include service order and work order tracking system?							
x	63	Schoolhouse has a viable Schoolhouse Facility Strategy that supports TRADOC CG mission and priorities and the Army goal to improve ISR ratings?							
x	64	Schoolhouse have any SRM issues which need to be addressed? List them.							
		d. Linkage to Installation Master Plan							
x	65	Installation Master Plan includes training mission facility requirements?					AR 420-10	Proportional share approximated by percentage of square footage occupied by the mission compared to the total installation square footage	
x	66	Installation Master Plan supports the future TRADOC training mission?							

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		Planning & Programming							
x	67	Mission projects contained and adequately ranked in the installation Military Construction programs					AR 415-15 / 420-10	Part of the Installation Approved Military Construction Priorities and/or the Project Priority System submission	
x	68	Schoolhouse have a viable Training Barracks Strategic Development Plan (TBSDP)?							
x		Schoolhouse posturing for a Congressional Add MCA project? Yes / No							