

APPENDIX B

GLOSSARY

Active Housing - Navy owned or controlled family housing units available for occupancy or occupied including those temporarily unoccupied due to routine maintenance or repair.

Addition-Expansion-Extension - A physical increase to a facility which adds to the overall external dimension of the facility, and increases the property account value of the facility.

Adequate Community Housing - Dwelling units which are safe, decent, sanitary, located in a healthy environment, priced within the MAHC of the applicant including utilities, contain the number of bedrooms for which the applicant is entitled, within the prescribed commuting distance, and available without discrimination.

Adequate Navy Housing - Dwelling units which are safe, decent, sanitary, and located in a healthy environment.

Alteration - The changing or adjusting of interior configurations or other physical characteristics of an existing facility.

Applicants - Department of Defense (DOD) personnel or their dependents requesting the assistance of the housing organization in locating quarters.

Area Representative - Individual assigned the authority and the responsibility by the Chief of Naval Operations for shore Activities and Naval personnel located ashore within a specific geographical area.

Assets - Government quarters. (See also Private Assets.)

Assignment - The formal provision of Government quarters to an individual.

Audit Trail - Techniques which provide for accountability.

Basic Rental Rate - Monthly rental value of the Navy quarters, established by comparison with similar private rental quarters prior to allowable adjustments.

Beneficial Occupancy Date (BOD) - The date upon which all units identified to a specific construction project are completed and available for occupancy.

Billet Quarters - Quarters designated by the area representative for occupancy by the incumbent of a specific position.

Budget - A planned program for a fiscal period in terms of: estimated costs, obligations, and expenditures; source of funds for financing, including reimbursements anticipated and other resources to be applied; and explanatory and workload data on the projected programs and activities.

Budget Projects - Division of financial subaccounts to administer and control the flow of funds.

Budget Year - The fiscal year which starts next 1 October and ends the following 30 September, and for which funds are being requested.

Budget Year Plus One - The Fiscal Year following the budget year.

Command Quarters - Quarters specifically designated by the Chief of Naval Operations for occupancy by the Installation Commander (06) of a station or installation located in an area having fixed boundaries within which all persons are subject to military jurisdiction and the authority of the Commanding Officer.

Command Sponsored Families - Families of DOD personnel assigned to duty outside of CONUS who have the approval of the Command to accompany or join the individual.

Commuting Distance - The distance from the administrative area of the installation that can be traversed by privately operated vehicle in 1 hour or less during rush hours.

Complex - Field Activities, installations, and organizational units located in a proximate geographic area.

Concurrent Legislative Jurisdiction - (See Legislative Jurisdiction)

Construction - The erection or assembly of a facility.

Conversion - A change in the use of other facilities to government quarters or to combine two or more units of government quarters.

Current Year - The operating fiscal year which began last 1 October and ends next 30 September.

Deferred Maintenance - The validated requirements for maintenance and repair which are essential for bringing property to a state of proper condition, but have not been fulfilled due to lack of the requisite resources.

Disposal - The permanent removal of real property from the Family Housing Property Account.

Diversion - The temporary removal of facilities from the Family Housing Property Account.

DOD Sponsored Civilian Personnel - Civilians who are located at an installation as a result of direct or indirect sponsorship by a DOD component.

Equipment - Movable items of a durable nature which are capable of continuing or repetitive functional use.

Excess Property - Real property no longer required to fulfill the prescribed mission.

Exclusive Legislative Jurisdiction - (See Legislative Jurisdiction.)

Family Housing Property Account - A record of all facilities owned or controlled by the family housing organization, identified both on a quantitative and a monetary basis.

Field Activity - An installation established by the Secretary of the Navy with a prescribed mission.

Furnishings Furniture and equipment necessary to provide a reasonable degree of livability in personnel quarters.

Government Quarters - Housing units that the DOD owns, leases, or for which the Government otherwise serves as landlord.

Header Data - Constant identification data base in the Family Housing Management Information System (FHMIS).

Home Port - Location at which a ship, squadron, or other deployable fleet unit is assigned for administrative purposes.

Host Activity - An installation or Field Activity which provides facilities or services to another installation or Field Activity.

Housing Authority - The individual charged with the responsibility for implementing Navy instructions and guidelines pertaining to the DOD Family Housing Program.

Housing Manager - Individual charged with responsibility for administration and management of family housing programs at a Field Activity.

Housing Site - A locally defined, readily identifiable grouping of family housing dwelling units and associated facilities within a proximate area.

Housing Unit - A set of quarters accommodating one family.

Improvement - Alterations, conversions, modernization, or additions-expansions-extensions which increase the value of the property account and are for the purpose of enhancing rather than repairing a facility or system.

Inactive Housing - Family housing units which have been placed in a caretaker status and are not available for occupancy.

Inadequate Community Housing - Dwelling units which are not safe, decent, sanitary, or located in a healthy environment.

Individual-Sponsored Dependents - Families of DOD personnel assigned to duty outside of contiguous United States (CONUS) who do not have the approval of the Command to accompany or join the individual.

Initial Occupancy Date - The date on which the first housing unit identified to a construction project is completed and available for occupancy.

Initial Outfitting - The first provision of furnishings for new construction.

Installation - The aggregate of real property facilities assigned to a shore Activity.

Installation Commander - A Commanding Officer or equivalent (Grade 0-6) of a station or installation located in an area having fixed boundaries within which all persons are subject to the military jurisdiction and the authority of the Commanding Officer.

Key and Essential Billets or Positions - Billets or positions designated by the area representative which require special consideration for housing assignment.

Leased Quarters - Private quarters which become public quarters upon the consummation of a lease agreement between the Navy and a private entrepreneur or the Federal Housing Administration or Veterans Administration.

Legislative Jurisdiction - The authority of the Federal Government to enact or exercise executive and judicial powers within a defined geographic area.

a. Exclusive Legislative Jurisdiction. This exists when the Federal Government possesses, by whatever method acquired, all of the authority of the State, and in which the State concerned has not reserved to itself the right to exercise any of the authority concurrently with the Federal Government, except the right to serve civil or criminal processes in the area.

b. Concurrent Legislative Jurisdiction. This exists when, in granting to the Federal Government authority which would otherwise amount to exclusive jurisdiction over an area, the State reserves to itself the right to exercise, concurrently with the United States, all of the same authority.

c. Partial Legislative Jurisdiction. This exists when the Federal Government has been granted authority over an area in the State, but where the State has reserved to itself the right to exercise by itself or concurrently with the Federal Government other authority constituting more than merely the right to serve civil or criminal processes in the area; for example, the right to tax private property.

d. Proprietary Interest Only. This exists when the Federal Government has acquired some right or title to an area in a State, but has not obtained any measure of the State's authority over the area. In applying this definition, recognition should be given to the fact that the Federal Government, by virtue of its functions and authority under provisions of the Constitution, has many powers and immunities not possessed by ordinary landholders with respect to the area in which it acquires an interest, and, furthermore, that all its properties and functions are held or performed in a governmental rather than a proprietary capacity.

Maintenance - The recurring, periodic, or scheduled work required to preserve real property facilities and furnishings in such condition that they may be effectively utilized for their designated purpose.

Members of the Uniformed Services - Members of the Navy, Army, Air Force, Marine Corps, U.S. Coast Guard, National Ocean Survey, and Public Health Service.

Military Preference Housing (MPH) - Department of Housing and Urban Development (HUD) Section 236 subsidized housing set aside under a DOD/HUD agreement for priority of occupancy by military personnel.

Minimum Property Standards (MPS) - Minimum requirements established by the Federal Housing Administration (FHA) for the construction of housing meeting Government standards.

Nondiscriminatory Housing - Housing that is available for occupancy without regard to race, color, creed, national origin, age, or sex.

Occupancy - The habitation of family housing.

Operating Services - Municipal type services designed to enhance the environment and habitability of the family housing area, provide protection for life and property, and ensure equitable treatment for family housing occupants.

Partial Legislative Jurisdiction - (See Legislative Jurisdiction.)

Permanent Party Personnel - All personnel assigned to the Field Activity on permanent change of station orders.

Pest Control - The prevention, destruction, repelling, or mitigating of an unwanted organism (animal, plant, bacteria, fungus, virus, et cetera).

Preventive Maintenance - The correction of incipient failures before they develop into major defects requiring costly correction.

Private Assets - Housing units in the community occupied by DOD personnel by private arrangement or vacant suitable units available for occupancy by DOD personnel.

Private Quarters - Dwelling units obtained from the private sector by lease, rent, purchase, or other means to include rental guarantee housing sponsored by the Government. Dwelling units obtained directly from other Government agencies (Federal Housing Administration, Veterans Administration, et cetera) by an individual are also considered as private quarters.

Programming - The translation of planning into the specific goals and scope of work proposed for accomplishment during a budget cycle.

Project - A means of correcting deficiencies or improving facilities when the scope or cost of the work exceeds the approval authority of the Installation Commander accountable for the maintenance of the Family Housing Property Account.

Public Entertainment Area - The portion of a dwelling unit functionally designed or utilized for official social functions.

Public Quarters - Adequate housing accommodations provided by the Government.

Quarters - All living accommodations.

Real Property (class 1) - Land assigned to any one of the armed services.

Real Property (class 2) - All items, including buildings, structures, and utilities, assigned and constructed on or in the land.

Rental Guaranty Housing - Housing units built in foreign countries and operated by private investors with a percentage of occupancy guaranteed by the United States Government.

Rent Plus Housing Allowance - Supplemental housing allowance paid to offset excessive housing costs in designated locations outside CONUS.

Rental Quarters - Navy family housing facilities, including mobile home spaces, provided to tenants on a cash rental basis.

Repair - The restoration of a real property facility or system to such condition that it may be effectively utilized for its designated purposes and which does not increase the property account value.

Replacement - Complete reconstruction of a housing unit, structural components, or installed equipment.

Restrictive Sanctions - Action taken by an Installation Commander to preclude DOD personnel from entering into a new rental, lease, or purchase arrangement with, or otherwise moving into, a housing facility the agent of which has been found to have discriminated against DOD personnel with regard to race, color, creed, national origin, age, or sex. Restrictive sanctions are effective against the owner/manager/agent and all facilities under the control of that owner/manager/agent.

Shelter Rent - Rental value of quarters established by comparison with comparable private rental quarters after applying allowable adjustments.

Special Command Quarters - Military family housing units specifically designated for occupancy by incumbents of DOD designated Special Command positions.

Tenant Activity - An installation or Field Activity which occupies facilities provided by another installation or Field Activity.

Termination - The formal cessation of assignment to Government quarters.

Unaccompanied Family - The family of a military member occupying quarters at a location other than that to which the sponsor is assigned.

United States Possessions - Puerto Rico, Canal Zone, Virgin Islands, Minor Caribbean islands, American Samoa, Wake, Midway Island, and Guam.

Utilization - The use of family housing and mobile home spaces.

Vacate - The cessation of occupancy of family housing.

Variable Housing Allowance - Entitlement to defray costs of living in high cost areas in CONUS.