



Facilities Information Management System

DATE: January 12, 2017

TO: FIMS User Community

FROM: Adam Pugh  
Office of Asset Management (MA-50)

SUBJECT: Facilities Information Management System (FIMS) Version 2.38 Release

Today, Thursday, January 12, 2017, version 2.38 of the Facilities Information Management System (FIMS) was released. The URL to access the FIMS application is <https://fimsweb.doe.gov>. This release addresses enhancements which are driven by the new DOE Order 430.1C as defined in Change Request 17-05. This Change Request can be found on the FIMS informational website ([https://fimsweb.doe.gov/fimsinfo/change\\_requests.htm](https://fimsweb.doe.gov/fimsinfo/change_requests.htm)).

- A new data element called **Functionality Assessment Date** has been added to the LOB Condition window. This field is required for buildings, trailers, and OSFs (all Ownerships). The definition for this new field can be found in the FIMS Data Element Dictionary.
- **Annual Required Maintenance** is now a required data element for buildings, trailers, and OSFs (all Ownerships).
- **Modernization** is now a required data element for buildings, trailers, and OSFs (all Ownerships). This field has been moved from the LOB Condition window to the Maintenance window.
- In addition to buildings and trailers, **Asset % Utilized** is now required for OSFs that have an Ownership of DOE Owned, DOE Leased, Contractor Leased, Permit, and Contractor License. This field has been placed on the OSF Info window.
- The Anticipated Asset Information Module (AAIM) has been modified so that it can now be used for all four real property types (building, trailer, OSF and land). The AAIM module now includes a **Size** data element which represents the Gross/Rentable Sqft for buildings and trailers, Primary Quantity for OSF's and Acreage for land.

- The following Data Validation Standard Reports have been modified to align with the FY17 data validation guidance from the Office of Asset Management. These reports include the updated data validation reporting forms for FY17.
  - 069 – Random Asset Generator
  - 069a – DOE Leased and GSA Assets
  - 069b – Land
  - 069c – Archived/Disposed
  - 070 – FRPC Element Report
- The Source Documentation Worksheet and Inbrief/Outbrief templates have been updated on the Data Validation page of the FIMS informational website (<https://fimsweb.doe.gov/fimsinfo>).
- **Lease Authority** is now only required for DOE Leased, GSA Owned and GSA Leased assets. The field is optional for all other Ingrants.
- The **ACI** and **Summary Condition** have been removed from FIMS.
- The FIMS Population and Anomaly reports have been updated as a result of the data element changes associated with this release.
- The FIMS Ad Hoc Historical Report tool has been modified to include FY16 year-end snapshot data.
- The FIMS Ad Hoc Report tool has been modified to include the **Functionality Assessment Date**, **Asset % Utilized** for OSF's, and **Field Office** to the list of available columns. These changes are included in the Current, Historical and Archive Ad Hoc Report tools.
- The FIMS User's Guide has been modified to include Appendix D, Reconciliation Guidance, which has been provided by DOE Accounting. Appendix E, Lookup Table Descriptions, has been modified to include Asset Type codes and descriptions.
- The FIMS User's Guide and FIMS Standard Report Samples have been updated to reflect these enhancements. These documents can be obtained from the FIMS website at <https://fimsweb.doe.gov/fimsinfo/documentation.htm>.

If you have any questions related to these enhancements, please contact the FIMS Hotline at 301-337-6019 or email [fims\\_cais\\_help@hq.doe.gov](mailto:fims_cais_help@hq.doe.gov).