

GENERAL POLICY

(Sept. 1999)

3031

The State Administrative Manual (SAM) requires continuous planning of CDF's lands and improvements to support the CDF Mission. Such planning culminates in the budgeting of funds for the acquisition of lands, the design and construction of improvements (Capital Outlay Budget), and the maintenance and repair of improvements (Special Repairs in the Support Budget). This planning and implementation of projects is coordinated and administered by the Capital Outlay Area Command, (CAPCOM). Specific products of these planning efforts include Strategic Plan, Capital Outlay Budget Change Proposals (COBCP's), Studies, Budget Packages, Ten-Year Plans and Contingency Plans.

The Chief of Technical Services, also designated as the CDF CAPCOM Area Commander, with the assistance of Regions CAPCOM staff, Telecommunications staff and Headquarters', carries out on-going, year-round planning for the budgeting of land acquisitions, design, and the construction, alteration, modification, repair, and maintenance of improvements in accordance with SAM requirements. Field units at all levels are to be continually involved in these planning efforts, with special emphasis on early identification of problems and/or needs. Technical Services will provide assistance to the regions for these planning efforts and should be contacted whenever special or unique problems are encountered.

FORMS AND/OR FORMS SAMPLES: RETURN TO ISSUANCE HOME PAGE FOR FORMS/FORMS SAMPLES SITE LINK.

[\(see next section\)](#)

[\(see Table of Contents\)](#)