

# CHANGE REQUEST COVER SHEET

**Change Request Number:** 10-47

**Date Received:** 5/5/2010

**Title:** Asset Capitalization Links

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**Policy OR Guidance:** Guidance

**Section/Text Location Affected:** T3.2.1.4 Asset Capitalization.

**Summary of Change:** There is no change to content. The change is only to revise the hyper-links cited in Procurement Guidance T3.2.1.4 Asset Capitalization due to a change in the online location of the CFO's asset capitalization documents.

**Reason for Change:** The hyper-links cited in Procurement Guidance T3.2.1.4 Asset Capitalization, require updating to correctly link to the CFO's asset capitalization documents on its website. This change to the hyper- links connects to the CFO's documents in their new location.

**Development, Review, and/or Concurrence:** The document was reviewed by the Procurement Policy Team manager and the Capital Budgets Office AJF-25. Because there is no change to content there is no need to submit the change to the normal coordination group.

**Target Audience:** The intended audience is all AMS Procurement Guidance users searching for Asset Capitalization policy or documents.

**Potential Links within FAST for the Change:** The change revises the links in Procurement Guidance T3.2.1.4 Asset Capitalization.

**Briefing Planned:** No

**ASAG Responsibilities:** None

**Potential Links within FAST for the Change:** The change revises the links in Procurement Guidance T3.2.1.4 Asset Capitalization.

**Links for New/Modified Forms (or) Documents (LINK**

1) [https://employees.faa.gov/tools\\_resources/budget\\_finance/](https://employees.faa.gov/tools_resources/budget_finance/)

**Links for New/Modified Forms (or) Documents (LINK 2)**

**Links for New/Modified Forms (or) Documents (LINK 3)**

## SECTIONS EDITED:

### Procurement Guidance:

*T3.2.1.4 - Chief Financial Officer Requirements*

*Chief Financial Officer Approvals and Other Requirements*

**Section 2 : Capitalization of Assets** [\[Old Content\]](#) [\[New Content\]](#) [\[RedLine Content\]](#)

## SECTIONS EDITED:

### **Section 2 : Capitalization of Assets**

#### **Old Content:** Procurement Guidance:

*T3.2.1.4 - Chief Financial Officer Requirements*

*Chief Financial Officer Approvals and Other Requirements*

#### **Section 2 : Capitalization of Assets**

Capitalization allows the FAA to accurately record the value of its assets and to generate reliable information for financial statements required by the Chief Financial Officers Act. The Contracting Officer and requisitioning/program office personnel are to comply with capitalization requirements and processes outlined in:

(1) FAA's Office of Financial Management's (AFM) [Asset Capitalization Desk Guide](#), (referred to as the "Blue Book");

(2) [National Capitalization Team](#);

(3) Policy statements on projects and fixed assets <http://Delphi.faa.gov> (*Intranet Only*) (from this site, select "Policy Board Decisions"); and

(4) Capitalization of FAA Assets – Contract Structuring and the Impact of DELPHI <http://intranet.asu.faa.gov/asu300/Docs/SOP/Contracting/SOP-Capitalization-Contract-Structuring-Impact-of-DELPHI.doc> (*Intranet Only*). This document was developed by the National Capitalization Team and is applicable FAA-wide.

#### **New Content:** Procurement Guidance:

*T3.2.1.4 - Chief Financial Officer Requirements*

*Chief Financial Officer Approvals and Other Requirements*

#### **Section 2 : Capitalization of Assets**

Capitalization allows FAA to accurately record the value of its assets and to generate reliable information for financial statements required by the Chief Financial Officers Act. The CO and requisitioning/program office personnel are to comply with capitalization requirements and processes outlined in the Financial Manual, Volume 5 Capitalization, available online (*FAA only*).

#### **Red Line Content:** Procurement Guidance:

*T3.2.1.4 - Chief Financial Officer Requirements*

*Chief Financial Officer Approvals and Other Requirements*  
**Section 2 : Capitalization of Assets**

Capitalization allows ~~the~~ FAA to accurately record the value of its assets and to generate reliable information for financial statements required by the Chief Financial Officers Act. The ~~Contracting CO Officer~~ and requisitioning/program office personnel are to comply with capitalization requirements and processes outlined in: ~~(1) FAA's Office of the~~ Financial Management's (AFM) Asset Capitalization Desk Guide Manual, (referred to as the Volume "Blue 5 Book"); ~~(2) Capitalization, National Capitalization Team;~~ (3) Policy statements on projects and fixed assets <http://Delphi.faa.gov> (Intranet Only) (from this site, select "Policy Board Decisions"); and ~~(4) which Capitalization of FAA Assets is~~ #8211160; Contract Structuring and the Impact online of at: DELPHI [https://intranet.asuemployees.faa.gov/asu300.org/Doesstaffoffices/SOPaba/Contractingfinancial manual/SOP-Capitalization-Contract-Structuring-Impact-of-DELPHI.docvol 5/](https://intranet.asuemployees.faa.gov/asu300.org/Doesstaffoffices/SOPaba/Contractingfinancialmanual/SOP-Capitalization-Contract-Structuring-Impact-of-DELPHI.docvol5/) (Intranet Only). This document was developed by the National Capitalization Team and is applicable FAA-wide.

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