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Department of Defense Directive

ASD (MRA&L)

SUBJECT Department of Defense Medical Facility Acquisition and Maintenance Board (DoDMFAMB)

Reference: (a) DoD Manual 4270.1-M, "Department of Defense Construction Criteria," June 1, 1978, authorized by DoD Directive 4270.1, February 10, 1978

A. PURPOSE

This Directive establishes the Department of Defense Medical Facility Acquisition and Maintenance Board (DoDMFAMB) with the responsibilities, functions, and organization as outlined below.

B. APPLICABILITY

The provisions of this Directive apply to the Office of the Secretary of Defense and the Military Departments.

C. ORGANIZATION

1. Members. The Assistant Secretaries of Defense (Manpower, Reserve Affairs, and Logistics) and (Health Affairs), or their designees, shall each appoint one individual and one alternate to serve as liaison members. Each Military Department shall appoint four members and one alternate for each member. The alternate members shall serve and vote only in the absence of the members. The Military Departments' membership shall consist of:

a. Management Member. This member or the member's deputy shall have overall engineering/design authority for military construction, and shall serve as Chair in turn (subsection C.2.).

b. Technical Member. This member shall be well qualified in the areas of architectural design, layouts, specifications, equipment and construction of medical facilities.

c. Medical Member. This member shall be selected from the Office of the Surgeons General and shall be well qualified in the areas of medical functional requirements and medical facility space requirements.

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d. Facility Operation and Maintenance Member. This member shall have a working knowledge of hospital building systems and their maintenance.

2. Chair. The management member will chair the Board for 1-year terms, and will be rotated equally among the Military Departments. The Chair will be responsible for all official communications to OSD components concerning functions and recommendations of the Board.

3. Executive Secretary. The Executive Secretary shall be appointed by the Chair from the members to maintain official records and prepare notices and correspondence. The Executive Secretary's term shall run concurrently with that of the Chair.

4. Voting

a. All military management, technical, medical and facility operation and maintenance members shall have one vote each on Board proposals and on the Board rules of procedure.

b. OSD members shall serve in an advisory capacity only and shall not vote.

c. Proxy votes for principal members may be authorized in the rules established by the Board pursuant to subsection E.9.

D. RESPONSIBILITIES

The Secretaries of the Military Departments shall:

1. Provide the DoDMFAMB with all necessary support to permit members to carry out their duties and responsibilities.

2. Program, budget and fund for expenses incident to their membership on the Board, including travel and otherwise to support Board operations.

E. FUNCTION

The Board members shall:

1. Review OSD design, construction, and operation and maintenance policies, procedures, and criteria for military medical facility acquisition and operation; and make recommendations to OSD components for improvements.

2. Investigate, develop and recommend to OSD components specific actions leading to improved uniformity in military medical facility design, construction, and operations and maintenance activities.

3. Establish liaison with other Government agencies that have health provision capabilities or regulatory responsibilities bearing on medical facilities, State and municipal medical planning agencies, and related organizations for the purpose of exchanging mutually beneficial information.

4. Undertake or recommend to the OSD components studies or investigations of systems, methods, materials and equipment relating to medical facility acquisition or operation and maintenance.

5. Periodically select specimen hospitals for on-site, post-occupancy evaluation. Specimen selection should emphasize recently completed Defense hospitals; however, occasionally an older Defense hospital should be visited and the most outstanding specimens of the Veterans Administration and civilian hospital inventory also should be visited.

a. Selections should be coordinated with each Military Department to avoid duplication of effort with respect to post-occupancy evaluation tours as required by paragraph 3-6.8.B.(2) of DoD Manual 4270.1-M (reference (a)).

b. Each Military Department shall furnish the Board a schedule of proposed post-occupancy evaluation tours that could serve concurrently as Board on-site visits.

c. These on-site visits should be documented and form an information base for improved design criteria and operations and maintenance recommendations to the ASD(MRA&L) or ASD(HA), or designees, as appropriate. The information base should be created with existing DoD data elements and codes, and these should be referenced in supporting documents.

6. Recommend to the OSD components, research and development projects including a recommended method of acquisition such as shared Military Department contract, shared Federal agency contract, OSD contract, or other method.

7. Convene the Board at least bimonthly or at the request of the Chair.

8. Establish procedures for Board consideration of recommendations from individual Military Departments.

9. Establish rules of procedure for the Board function within the constraints of this Directive.

F. EFFECTIVE DATE

This Directive is effective immediately.

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W. Graham Clayton Jr.

W. Graham Clayton, Jr.
Deputy Secretary of Defense

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